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ABSTRACT

A study of the Besore Public Library was conducted to determine if the library was meeting the needs of the Greencastle-Antrim area of Pennsylvania, to define areas of unmet needs, and to recommend improved programs and services. Information about the community--demographic characteristics, social structure, commercial characteristics, and future projections--were obtained from printed sources and from interviews with residents and community leaders. Data on the library was gathered from library documents and from samples of the collection, registration, and circulation records. Library data were compared to American Library Association standards. Analysis yielded several concrete recommendations: (1) Besore Library should continue to be a part of the County Library system but might be expanded within that system; (2) Efforts should be made to extend services to Antrim Township; (3) Existing adult services should be expanded, especially to serve older citizens; (4) Cooperation between the library and the local school district should be developed; (5) The library collection should be upgraded and the floor space of the building better utilized; and (6) The library should define its goals for services and set up objectives, policies and procedures to obtain the goals. (KB)

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A STUDY OF BESORE LIBRARY AND ITS COMMUNITY, WITH RECOMMENDATIONS FOR EXTENDED PUBLIC LIBRARY SERVICES

By

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with

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U.S. DEPARTMENT OF HEALTH, EDUCATION & WELFARE
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IR004085

Lilian S. Besore Memorial Library
305 East Baltimore Street
Greencastle, Pennsylvania 17225
March, 1976

This study of Besore Library is the result of a U.S.O.E. Library Training Institute offered by the School of Information Studies of Syracuse University, Syracuse, New York. The compilers' participation in the Institute was financed by the Besore Library and the Conococheague District Library, Chambersburg, Pennsylvania.

FOREWARD

The public library plays an essential role in filling the informational, educational, recreational, and cultural needs of its community; therefore, our community, the Greencastle-Antrim area, is indeed fortunate to have Besore Library as its public library.

The Besore staff has been conducting an analysis of the library in terms of the community it serves and the library's resources and services. The purpose of the analysis is to determine if the library is providing the services the community needs, and if it is not, how to change. The results of this study are presented in this report.

Since its founding in 1963, Besore Library has been continually fulfilling the informational needs of our community. With continued support in the years to come, the library will continue to play its vital role in the life of the Greencastle-Antrim area.

William O. Shuman
House of Representatives
90th Legislative District
Commonwealth of Pennsylvania

Acknowledgements

There are numerous persons who assisted the compilers and cooperated with them in the preparation of this report.

The compilers would like to thank the following offices and their staffs for providing the much-needed data on the Greencastle-Antrim community: the Antrim Township Supervisors' Office; the Borough Office of Greencastle; the Greencastle-Antrim School District Offices; the Franklin County Planning Commission Office; and the Bureau of Employment Security. In addition, thanks are due to those residents of the Greencastle-Antrim area who so patiently answered the questions asked of them about their community. The area's businesses and industries were also most helpful and cooperative in providing needed information.

Portions of the statistical information on the library were provided by the staff of the Conococheague District Library.

Thanks are extended to the School of Information Studies of Syracuse University for offering the Training Institute from which this report was done. The compilers want to express their appreciation to Roger Greer and Karen Lally, of the Institute Instructional Staff, who not only taught the techniques for doing the study, but also provided suggestions and criticisms for improvement of the study. Special appreciation is extended to Daniel O'Connor, also of the Institute Instructional Staff, who not only taught during the Institute, but also drove over ten hours to visit Besore Library. The suggestions he made and questions he answered on the compiling and interpretation of the data were of immense help.

Special thanks go to Lillian Colletta, who typed the final draft, duplicated it, and assembled the entire report, and to Lois Easton, who assisted in this effort. Thanks are given to Amelia Stamper, of the Besore Library staff, who typed the first draft, and to Louisa Norman, of the Conococheague District Library staff, who designed the cover.

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CHAPTER I

Conclusions and Recommendations

The study of Besore Library presented in the following Chapters was undertaken to determine how the resources and services of the library are being used to meet the needs of the library's community residents, to define areas of unmet needs, and to recommend programs and services to fulfill these unmet needs.

Based on the study that follows in Chapters II through V, the following conclusions and recommendations are made.

Conclusions

COMMUNITY. The Greencastle-Antrim community is unique in that it is made up of people who are not normally expected to be library users, but who ARE library users.

The area itself is small-town America, located in a rural section of south central Pennsylvania. However, the community is not isolated - the metropolitan Washington D.C. - Baltimore, Md. area is only an hour away by car, and the people in the Greencastle-Antrim area are interested in a variety of things that take them out beyond their own local area.

The people who live here have a definite sense of community and a healthy respect for their past heritage - the Greencastle-Antrim area is a good place to establish "roots."

The sense of community can be seen in the use the people make of their public library. Demographically (by levels of education, income, occupation, etc.) the community residents should not be heavy library users; however, they are. The people are also highly organized, with many group meetings taking place. Progress in the area can be noted also, especially in business and industry and in education.

LIBRARY RESOURCES. Besore Library began operation in 1963 in a new building, and in 1972 a new edition was added, making a total of 5,987 square feet. Currently, Besore Library has no space problems. The building is attractive and easily recognizable as a library. It is located on the corner of East Baltimore Street and South Ridge Avenue about three blocks east of the square in Greencastle.

Of course, the library's building is only one resource. Others include materials, personnel, and finances.

Materials include books, periodicals, pamphlets, maps, charts, records, tapes, filmstrips, films, art prints, sewing patterns and more. Besore's collection is made up of mostly printed materials, although the library does have a sizeable record collection and has films available from the Conococheague District Library in Chambersburg.

Of the adult collection, 53.1 percent is non-fiction, and 46.9 percent is fiction. The library provides its patrons with the popular new books, especially fiction, by a rental agreement with the McNaughton Book Service, Inc. Of the juvenile collection, 47.2 percent is non-fiction and 52.8 percent is fiction. In 1975 the library had a total of 18,796 volumes, 2,546 less than recommended by the American Library Association. In addition, the library has approximately 2,500 books that are no longer of any value and should be weeded from the shelves.

Currently Besore Library is staffed by four fulltime employees and one part-time employee: one professional, two library assistants with college degrees (including part-time), and two library assistants with high school diplomas. The staff is adequate for the service population and the 65 hours a week the library is open. Only the professional librarian has had any formal training in librarianship. Training for the other staff has been on-the-job.

Besore Library currently receives approximately 2/3 of its finances from tax money channeled to it through its association with the Franklin County Library and 1/3 from private endowment money. The endowment represents a fixed income, so future increases in financial support will come from tax money, through the Franklin County Library Board.

LIBRARY SERVICES. Services offered by the library include being open to the public 65 hours a week; circulation; registration; reference and interlibrary loan; services to adults and to children and other specialized groups; and technical services. In addition, the library provides displays and exhibits and compiles booklists and bibliographies.

Besore Library has well-planned services; however, there is a need for more services for adults, as well as services to organizations.

In its twelve years of existence, Besore Library has become an increasingly effective service organization that is doing a much better-than-average job in providing library services to the members of its community.

Recommendations

1. Besore Library should continue to be a part of the Franklin County Library System and should receive financial support from the County System at increasing levels. Consideration should be given to expanding the role of Besore Library within the County System.

Besore Library is doing an excellent job of meeting the informational needs of its community residents, as is shown in the following chapters. The library is used heavily by people who would not ordinarily be expected to use the public library (see Chapter III). Besore Library can realistically expect to extend library services to all of its residents, beyond those already using the library. In addition, the library could conceivably extend its role in the county system by expanding its direct service area into areas it already serves to some degree to the east, west, and north of Antrim Township.

The library's collection is basically sound, with a few areas needing upgrading. The library building is excellent, with space for expansion within the current building, and with ground space for additions to building in the years to come. And, most importantly, the library staff is professional, conscientious, and people and-service-oriented.

The high use of the library refects the library's services: being open to the public 65 hours a week; the liberal circulation and registration policies; reference and interlibrary loan; and specialized services to children and to adults.

In short, Besore Library has an excellent foundation on which to build and grow. It would be a great loss to the people of the Greencastle-Antrim community, and to the rest of Franklin County, to allow the library's resources and services to stagnate, or, worse yet, to cut them, through lack of adequate financial support.

The focus of the remaining recommendations is to provide more and better resources and to extend services to the residents of the Greencastle-Antrim area. All of these recommendations depend on increasing financial support.

No specific recommendations for the expansion of the library's service area, or for otherwise enlarging the library's role in the county system have been made. However, it is suggested these two ideas be considered by the appropriate policy-making bodies.

2. Existing services should be extended to Antrim Township and new services developed.

Currently 50 percent of the people in Antrim Township are registered at Besore Library. This percentage is high when compared with the National norm of 30 percent registration, but it still excludes half of the township population. Efforts should be made to take library service out to the people of Antrim Township who do not come into Greencastle to get it.

Book stations should be set up at various places throughout the township, especially in the Shady Grove and State Line areas. These stations would be managed by Besore Library staff. Members of the Friends of the Library could be enlisted to assist in the day-to-day operation of the book stations. Possible locations for stations in the northern part of the township should be sought, too, as both circulation and registration is low in the northern areas.

The township has a much younger population than the borough. 74.7 percent of the children in the library's service area live in the township. This means children's services should be designed to reach the children in the township. It also means service should be designed for the parents of these children. Summer programs for the township's children could be developed, as well as providing children's materials at book stations in the township.

Adult services, for both the township and the borough, are considered in the following recommendation:

3. Existing adult services, for Antrim Township and the Borough of Greencastle, should be extended, and new services developed.

This study of Besore Library and its community has identified a number of areas where adult services should be extended.

In the borough, there is a large number of older residents, who for the most part do not use the library. Therefore, these people should be sought out and made aware of what the library can offer them. A delivery service to shut-ins could be organized. The library could increase its collections of large-print books, or, at least, its use of the collection at the District Center in Chambersburg. Special programs could be offered to these older residents.

The entire Greencastle-Antrim area is a well-organized group of people. Until now, the library has been competing with these organizations, in attempting to offer programs at the library. Instead, the library should begin to provide services to the organizations. For example, the library can provide films for organizations' programs; the "Book Talks" program of the Friends of the Library could be presented to a particular organization's meeting, instead of holding a separate program at the library. The library's collection should contain materials of interest to these groups and their members. Many individuals can be reached with the "library's story" through library contact with the community's organizations. The librarian should develop a program to tell the "library story" and take it out to these groups of people.

In addition, the library's meeting room should be made more available to the organizations of the area.

The business and industries of the Greencastle-Antrim area deserve good library services too. Efforts should be made to ascertain the informational and educational needs of the businesses and the industries and then to develop the collection and build services around these needs.

Similarly the local government agencies should be provided with more library service, according to their needs.

4. Areas of cooperation between Besore Library and the Greencastle-Antrim School District Libraries should be developed.

Informal cooperation between Besore Library and the librarians of the Greencastle-Antrim School District has proved beneficial in the past. The fifth grades located in the high school receive books from Besore each month to augment their small collection. School librarians sometimes telephone the public library with requests for certain materials, and to let the public library know of special assignments that will create heavy demand on particular materials. In addition, many elementary classes visit the library for a tour and a general introduction to public libraries. Some teachers, from the high school especially, bring whole classes to Besore to work, or send over students a few at a time to use the resources of the public library.

The School District has been very accomodating with its help in retrieving long overdue books from some of the students. The School District also has allowed the library to purchase maintenance supplies (for example, light tubes) from them, thus allowing the library the discounted rate that comes from being able to purchase such items in bulk. The School District was also very cooperative in answering questions and providing materials for the library that were needed for this study.

Besore Library and the Greencastle-Antrim School District naturally have a close relationship, since it is the Greencastle-Antrim School Board to whom the trust fund was left that established Besore Library. It seems, then to be fertile ground for some type of formal cooperative effort to be made. Of course, Besore Library will continue to provide all the materials and all the assistance it can to the School District at any level, for individuals and groups. However, more informational needs could be identified and filled, if the communication between Besore and the school libraries were more organized. One possible course of action would be to have a librarian act as a liason between the public library and the school libraries. This librarian would become familiar with the various library collections and could transmit materials and requests for materials from one library to another by using a small van or station wagon. This person would act as the link between the schools and the public library. Besore Library would benefit by increasing its services and by using school library materials, especially audio-visual materials. The taxpayer would benefit the most, as he would be receiving more for his tax dollar by this cooperation in terms of resources and services. Adults would have the opportunity to use materials after school hours; on the weekends, and during the summer that they've paid for their children to use in school. (This idea was discussed by the public librarian and the coordinator of School Libraries as a possible proposal to submit to the state of Pennsylvania for Title III funds. However, because of a negative response from the coordinator of Title III money at the State Library and the inability of either librarian to meet the application deadline, the proposal was dropped.)

Various other kinds of cooperation between these two public agencies -- the public school system and the public library are possible and should be discussed. It is hoped the School District will make greater use of the public library as a community resource for the education of its residents, at all levels.

5. The materials collection of Besore Library should be upgraded to reflect the interests and needs of the community as determined in this report and to meet the demands of the extended services outlined in the above recommendations.

The entire collection should be weeded and a regular weeding schedule established. In addition, the weak areas of the collections, as determined in Chapter IV, should be upgraded. Materials should be added to come up to Interim Standard for Small Public Libraries. The library's audio-visual collection should be expanded, either through acquisition, or a cooperative sharing program with other agencies. Materials should be bought with consideration of preceding recommendations for extension of services.

6. The existing library space should be better utilized.

There is unused space in the public service areas of the library that could be better utilized by rearranging furniture and adding some display devices for library materials. The reference area must be expanded soon. There is also a need for more directional signs, to assist those patrons who do not ask the librarians for help. In addition, placing carpet in the public service area would cut down on noise and maintenance of the tile floors.

A listening center should be installed where both children and adults would have access to it.

7. Goals and objectives should be defined in terms of the above recommendations.

The library needs to define its goals for services and to set up objectives, policies, and procedures to obtain these goals. Hopefully, these goals and objectives will reflect the recommendations made in the report.

CHAPTER II

Introduction

Purpose

This report is the result of the compilers' participation in a continuing education opportunity offered by the School of Information Studies of Syracuse University, officially titled "Institute on Developing Dynamic Public Library Services Responsive to Community Needs." The Institute was divided into three phases.

Phase I was a workshop in which the techniques of data identification, collection, and analysis were learned.

Phase II was a three-month period of time in which an actual analysis of the Greencastle-Antrim area and of Besore Library were done.

Phase III was another workshop in which participants reported on, revised and further developed their findings of Phase II.

This report consists of an analysis of the Greencastle-Antrim community and the existing resources and services of Besore Library. The study was intended to identify how closely the library is meeting the informational needs of the members of its community and to make recommendations for extended public library services.

This study was also done as a pilot project for possible adaptation at the system level.

Methodology

The methodologies used for data collection were those devised by the Institute staff. Information about the community-demographic characteristics, social structure, commercial characteristics, etc., and future plans and projections were obtained from printed sources and from interviews with residents, local officials, and other community leaders. (See Bibliography- Chapter III for complete listing of printed sources.)

Wherever possible, data regarding the characteristics of the population were compared with other library studies and with the population characteristics of the larger governmental units within which the Greencastle-Antrim area exists.

Data on the library were collected from October, 1975 through January, 1976. Information was gathered from library records, reports and official documents and samples were taken of the collection, registration and circulation records.

The library data was compared with the American Library Association's (ALA) Interim Standards for Small Public Libraries. Other sources used were

"Costs of Services Which Meet Minimum Standards for Public Library Systems in 1971," from the Public Library Association Newsletter; and the two library surveys provided by the Institute staff.

It should be remembered that the AIA Interim Standards were published in 1961 and are far from current, but they are the only thing available with which to compare. As is noted in the following chapters, in most areas Besore Library does not meet these Interim Standards, eventhough the Standards are now fifteen years old.

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CHAPTER III

The Community

The Setting

The Borough of Greencastle and the Township of Antrim are located in Franklin County, the heart of the Cumberland Valley, in the South Central section of Pennsylvania. The Greencastle-Antrim community lies sixty miles southwest of Harrisburg; eighty miles north of Washington, D.C., and Baltimore, Maryland; 150 miles west of Philadelphia; and, 150 miles east of Pittsburgh.

Greencastle, with an area of 1.25 square miles, lies in the center of Antrim Township, whose area covers 67.4 square miles. The total area for both consists of 68.65 square miles.

The Borough of Greencastle is primarily a residential community with some industry, while Antrim Township is a rural section, with farming and industry as its economic assets. However, both residential growth and industrial expansion are features of the township's life.

The area is 585 feet above sea level, with an average temperature of 54° F., and an average rainfall of 40 inches. The Conococheague Creek is the major topographic feature of the area. About half of its total length is the western boundary of the township, while the central half of the Conococheague penetrates into the township approximately two and one-half miles.

Except for the area along the Conococheague, where steep slopes can be found, the township is relatively flat with very gently rolling land. The majority of the soils in Antrim Township have been rated "fair" for agricultural purposes by the Pennsylvania soil scientists. With proper fertilization and soil management practices, this land can yield good farm products.

Interstate Route 81 traverses the middle of the township, from north to south, and is the main transportation artery, linking the area with practically all points north and south. U.S. Route 11 goes through the center of the township and the borough, and links Greencastle with Chambersburg, the county seat, eleven miles to the north; Route 11 also connects Greencastle with Hagerstown, Maryland eleven miles to the south. Pennsylvania Route 16 links Greencastle with Mercersburg, eleven miles to the west, and with Waynesboro eight miles to the east.

History

The Greencastle-Antrim area was first inhabited by Indians of the Shawnee and Seneca tribes. A village of the Shawnee tribe was located along the east branch of the Conococheague Creek, and a Seneca tribe had a village where the east and west branches of the Conococheague met.

By 1734 a few white pioneers had located at the site of the present day Borough of Greencastle, at that time the intersection of the two routes

Franklin County, Pennsylvania

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by which settlers were moving west. Among the early settlers in the area were Swiss, Germans, and Scotch-Irish, the most numerous settlers. The Scotch-Irish immigrants from Antrim County in Ireland gave the name of Antrim to the township in which the settlement was located. It is also believed that these settlers named the actual town itself for a Greencastle in Northern Ireland. Antrim Township, established in 1741, was originally a part of Cumberland County, but became a part of Franklin County when that county was established in 1784.

Although Greencastle had a number of residents prior to the Revolutionary War, it was not established as a town until 1782, when John Allison, who had acquired title to the site in 1769, laid out a plan of 256 lots. The Borough of Greencastle was incorporated on March 25, 1805, when the town had approximately 100 houses.

In the early part of the 19th century, a colony of Mormons, under the leadership of Sidney Rigdon, purchased a farm along the Conococheague Creek one mile west of town. In 1849, two members of this colony established the town's first newspaper, "The Conococheague Herald," the forerunner of today's "Echo-Pilot."

Greencastle was on General Robert E. Lee's route of invasion into Pennsylvania in 1863. Corporal William E. Rihl, the first Union soldier to die on northern soil, fell in a skirmish at the northern edge of Greencastle, where his grave is marked with a monument along Route 11.

By 1870, Greencastle had grown to a town of 1,653 persons, and Antrim Township's population had reached 3,762. The years of the next century saw steady growth in population and in the life of the community and its resources, businesses and industries.

According to the 1970 census, the population of Greencastle is 3,293, and the population of Antrim Township is 7,378.

Demographic Characteristics

For the purposes of this report, certain demographic characteristics of the population of the Greencastle-Antrim area are portrayed. Library research studies (most particularly, the study done by Bernard Berelson) have identified a number of characteristics common among library users. They are the following:

1) More younger people than older people use the library.

2) More highly educated than less educated people use the library.

3) More people with higher incomes than lower incomes use the library.

4) More white collar workers than blue collar workers use the library.

5) More women than men use the library.

6) People who live closer to the library use it more than those who live farther away.

An attempt has been made to compare the population of the Greencastle-Antrim area with the typical library user by analyzing the following characteristics: age; education; income; occupation; and marital status. Along with the discussion of occupation and employment, a general survey of the area's economic picture is included.

Where possible, comparative statistics for Franklin County, the state of Pennsylvania, and the U.S. are provided.

The data are presented in the tables and text, with the information recorded separately for the borough and the township. Where relevant and practical, the data for both was combined.

Census data for Greencastle and Antrim Township was obtained from the U.S. Bureau of the Census publication, General Population Characteristics; Pennsylvania, and from the computer print out of 1970 census data for Greencastle and Antrim Township at the Franklin County Planning Commission office in Chambersburg. Information on Pennsylvania was taken from the 1975 Pennsylvania Statistical Abstract and for the U.S., from the 1974 Statistical Abstract of the United States.

* * * * * * * * * * * * * *

TABLE I*

Population Summaries and Projections
for
Borough of Greencastle and Antrim Township

Area	1940	1950	1960	1970	1980	1990
Greencastle	2,311	2,661	2,988	3,293	3,775	4,265
Antrim Township	4,278	4,684	5,729	7,378	8,100	9,540
Greencastle and Antrim Twp.	6,589	7,295	8,717	10,671	11,875	13,805

The growth rates over the last thirty years for Greencastle and Antrim show steady decline in the rate for Greencastle, and a remarkable rise in the rate for Antrim. During the last twenty years, the township has experienced a great degree of growth. The projections from the County Planning Commission indicate that growth in Antrim will slow down during 1970 and 1980, and pick up again between 1980 and 1990. The rate of population growth is also expected in increase in Greencastle during this time. By 1990, a population of 13,805 people is expected in the Greencastle-Antrim area.

According to the Borough Secretary, Greencastle is not expected to

* Comprehensive Plan for Franklin County, Pa. Work Elemnt 202, Population Analysis Report 2, July, 1973

Expand its municipal area, since no more annexations may be made under the present law unless 51 percent of the voters in both the borough and the township approve the annexation. Local officials deem this an unlikely prospect. In addition, little housing development is expected in the borough, with perhaps only two or three houses a year being built. However, there are tentative plans, subject to a change in the zoning law, for a high rise apartment building in the borough to accommodate older residents of the area.

Much of Antrim Township is designated by the Franklin County Planning Commission as either an immediate growth area or a future growth area. The part of the township immediately surrounding Greencastle; that part around Shady Grove, a village to the east of Greencastle; and that part around State Line, a village to the south of the borough, are all growth areas.

It is interesting to note that between 1960 and 1970, there were only two boroughs in Franklin County that increased in population - one of these was Greencastle, which experienced a 10.2 percent rise in population. Between 1960 and 1970, Antrim Township experienced a 28.8 percent increase in population. The increase for Franklin County as a whole was 14.4 percent with the urban population increasing 9.5 percent and the rural population increasing 22.9 percent.

It can be seen that both Greencastle and Antrim are growing areas. Greencastle, an old, established community - is growing less than the township but more than the other established towns in the county. Antrim's growth rate is well above that for the whole county. Of course, the growth of both these areas has implications for future library service, both in terms of the people whose needs must be met, and in terms of the amount of the tax money collected to support library service.

The population and growth rate of the township indicates the need for more library service to be provided directly to this part of the library's service area. For example, collections of library materials could be placed at various spots throughout the township, at grocery stores and other businesses, at industrial plants, or any available location convenient for the patrons of Antrim Township.

(Note: According to an article published in the Morning Herald Newspaper on January 23, 1976, written by Robert E. Vrecis, the population of Antrim Township increased from 7,378 in 1970 to 8,587 in 1975. When comparing these figures with the projection in Table I, it can be seen that Antrim Township is experiencing growth beyond what was anticipated by the Franklin County Planning Commission when their study was done. This means the library's service population will be greater than is reflected in Table 1.)

TABLE 2

Distribution of Population of the Greencastle-Antrim Area

Year	Greencastle	Percent of area	Antrim	Percent of Area	Entire Area
1940	2,311	35	4,278	65	6,589
1950	2,661	36	4,684	64	7,295
1960	2,988	34	5,729	66	8,717
1970	3,293	31	7,378	69	10,671
1980	3,775	32	8,100	68	11,875
1990	4,265	30	9,540	70	13,805

As Table 2 indicates, the present population of the library's service area is divided, with 31 percent of the population residing in Greencastle, and 69 percent of the population living in Antrim Township. By 1990, the projections indicate this percentage will be substantially the same, with 30 percent in the borough and 70 percent in the township.

TABLE 3*

Distribution of Population by Sex and Age Group in Greencastle and Antrim Township, 1970

	GREENCASTLE			ANTRIM		
	Male	Female	Total Percent of Population	Male	Female	Total Percent of Population
0- 2	5	5	5	5.8	6.2	6
3- 4	4.8	3.4	4	4.4	4.3	4
5-13	15.8	14.1	15	23.0	20.2	22
14-18	6.7	6.8	7	9.9	9.9	10
19-34	21.8	21.3	22	21.9	24.3	23
35-64	34.9	34.0	34	29.3	28.5	29
65+	10.6	15.7	13	5.3	6.3	6
Total	1,535	1,758	3,293	3,639	3,692	7,331

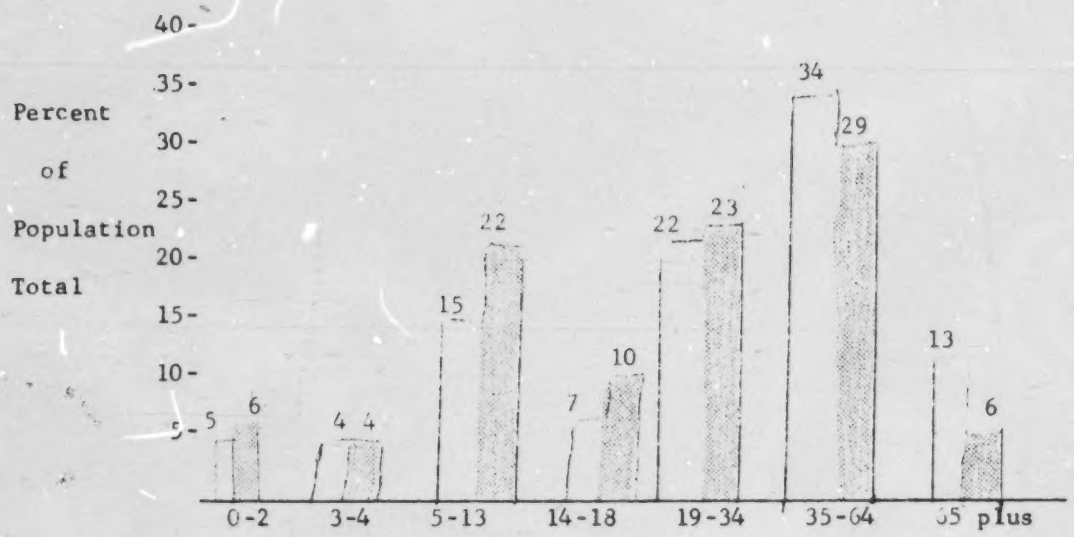
Table 3 indicates that 31 percent of the population of Greencastle and 42 percent of the population of Antrim Township is 18 years of age or under. Twenty-two percent of the population of Greencastle is of school age (5-18), while 32 percent of the population of Antrim is school age. Another interesting and relevant percentage is that for people age 65 and over. There is a larger percentagle of older people living in Greencastle than in the township- 13 percent of the population of Antrim is 65 and over, while only s 6 percent of the population of Antrim is 65 and over.

In 1970, 53 percent of the residents of Greencastle and 50 percent of those in Antrim, as a whole, were women. In the U.S. as a whole, the per-

* Computer print out of 1970 census data for Greencastle and Antrim Township.

centage of women in the population was 51.3 percent and in Pennsylvania, 51.9 percent. Women are better represented in the population of the borough than in the township, or in the state of Pennsylvania, or in the U.S. Women in the township make up a slightly lower percentage than in either the state or the U.S. In the borough, the greatest difference between male and female population percentages exists in the 65 and over age group- 15.7 percent of the female population falls in this category, while only 10.6 percent of the male population falls here.

Figure 1 - Population by age, 1970



Greencastle (n= 3,293)

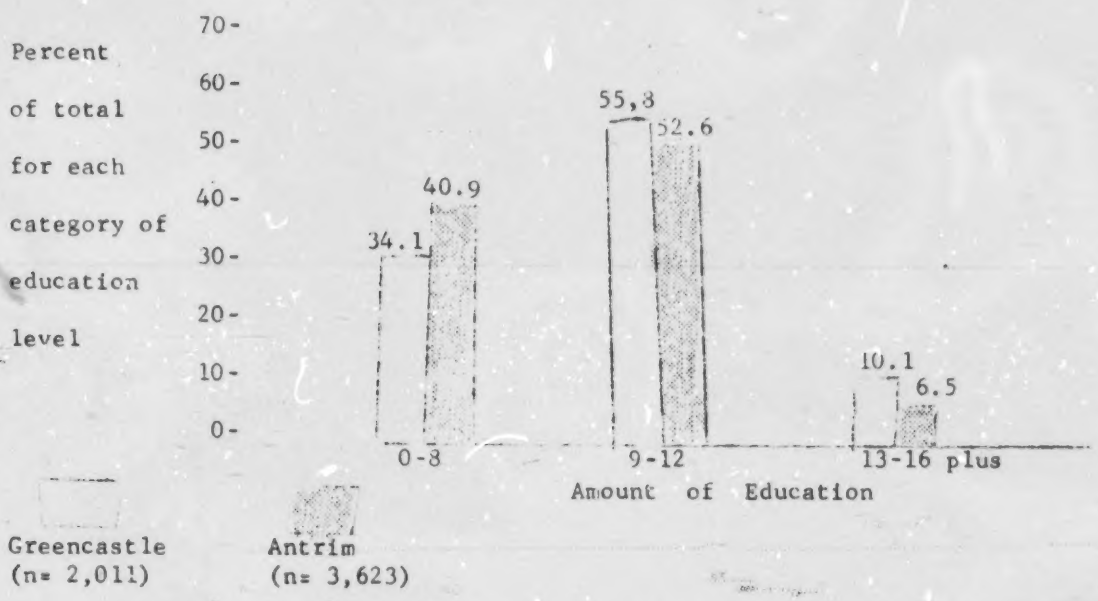
Antrim (n= 7,331, excluding 47 persons not accounted for in computer print out)

Keeping in mind the fact that the data presented in Figure 1 is five years old, it still indicates that the township population is younger than that of the borough, and consists of a large percentage of people in the eight to eighteen age group. Library service to the township should be designed to reach the younger population living there- children, young adults, and young married people. Summer programs for children in the township could be developed. Again, book stations could be set up in the township, with materials especially for the younger population in Antrim.

In the borough, specific library services should be initiated for the area's older residents. The library could build up its very small collection of large-print books, or, at least, make better use of the collection made available to it through the District Library Center in Chambersburg. The librarian could give book talks to meetings of older residents, such as the Greencastle-Antrim Senior Citizens group, and use these opportunities to explain available library resources and services for older people. People in the community who are shut-ins could be identified and library resources brought directly to them. The nursing home in Antrim Township could be supplied on a regular basis with library materials and services.

Figure 2

Education Levels of Greencastle and Antrim Township, 1970



Median School Years Completed: Greencastle - 12.2 Δ
Antrim Twp. - 10.5*

Δ Bureau of the Census. General Population Characterists: Pennsylvania
* Franklin County Planning Commission Office

Figure 2 portrays the education levels of the Greencastle-Antrim area. Library studies have consistently indicated that 60 to 80 percent of adult public library users are college-educated people. However, Besore Library is unique in that its service area residents don't have a lot of post-secondary education and yet both registration figures and circulation figures indicate a very high use of the library (see Chapter V - Services - for details). In the borough, 78.7 percent of the population is registered to use the library, and in the township, 50.1 percent is registered to use it. The percentage in most libraries is 30 percent.

There is also a sizable proportion of the area's population that does not have a high school education, yet library users are found among this group of people also.

Besore Library is "atypical" in that it is obviously meeting the needs of its population as shown by the high use of the library by people who do not normally use public libraries. Therefore, continued support should be forthcoming to the library so that it can continue to meet these informational needs of its community at increasing levels in the future.

At the present time, 22.8 percent of the residents of Greencastle are enrolled in school, while 30.1 percent of the residents of the township are enrolled in school. As of October 1, 1975, a total of 2,851 students were enrolled in grades kindergarten through twelve in Greencastle-Antrim School District (includes both the borough and the township). This figure

represents 26.7 percent of the entire population of the area.

There are four adult education courses offered at the local high school two sewing classes, one typing class, and one class on repairing small engines. A total of 44 adults are enrolled in these classes. However, there are many other adult education courses offered throughout the area, in other school districts, by local colleges, and at the Franklin County Vocational-Technical School in Chambersburg.

TABLE 4*

Employment Status of Area Population, 16 years and Older, 1970

	Greencastle			Antrim		
	Total Labor Force	Percent of Total	Total Workforce		Percent of Total	Total Workforce
Male	927	32.6	1,120	1,958	36.0	2,279
Female	567	43.1	1,313	931	40.0	2,390
Total	1,492	61.3	2,433	2,889	61.9	4,669

The employment status of the area population sixteen years and older in 1970 is presented in Table 4. In 1970, 61.3 percent of the total workforce in Greencastle was employed, while 61.9 percent of the total work force in Antrim was employed. For Franklin County as a whole, 56.3 percent of the total workforce was employed. As Table 4 indicates, there are many more females in the workforce who are not employed than there are males, in both the borough and township. This information is five years old, and this fact should be kept in mind. During the month of October, 1975, according to the Chambersburg Office of the Pennsylvania Bureau of Employment Security, the unemployment rate for Franklin County was 7.3 percent, as compared to 8.3 percent for the state of Pennsylvania, and approximately 8.6 percent for the nation as a whole. No figures for Greencastle and Antrim Township specifically were available. However, it would seem that the Greencastle-Antrim area, as part of the entire Franklin County area, has experienced a lower unemployment rate than either Pennsylvania or the United States.

However, in recent weeks, a number of large employers, both in the immediate Greencastle-Antrim area and in adjacent areas, have experienced both lay-offs and furloughs, to a greater extent than ever in the near past.

This means there is a larger number of people with more free time who are potential users of the library, and who will want to use the traditional resources of the library to help fill up their leisure time. In addition, this group of unemployed people has special needs, some of which the library could meet. For example, the library could conduct a workshop on how to get a job - tips on job hunting, writing resumes, coping with interviews, etc.

Any long-term cutback in the industrial output of the area means there will be less tax money collected to support the library.

* Computer print out of 1970 census data for Greencastle and Antrim Township

TABLE 5*

Employment Distribution Among Major Occupational Groups, 1970

	Greencastle		Antrim		Total		△Franklin Co.
	No. of Workers	Percent Of Total	No. of Workers	Percent Of Total	No. of Workers	Percent Of Total	Percent Of Total
Professional, Technical, etc.	300	15.0	199	7.2	499	10.4	11.0
Managers, Administrators	128	6.4	145	5.2	273	5.7	5.2
Clerical, Sales Workers	443	22.4	354	12.8	802	16.8	18.7
Craftsmen, Foreman, etc.	227	11.4	476	17.2	703	14.7	15.6
Operatives, incl. Transport	624	31.2	1,039	37.6	1,663	34.9	24.8
Private Household Workers	0	0	19	0.7	19	0.7	1.1
Other Service Workers	225	11.2	239	8.7	464	9.7	9.8
Laborers, Inc. Farm Workers	48	2.4	292	10.6	340	7.1	9.2
Total Employed	2,000	100	2,763	100	4,763	100	

Table 5 provides data on the distribution of employed people among the occupational categories defined by the United States Census Bureau for 1970. The category with the largest percentage of workers is that for "Operatives," for both the borough and the township. Second largest is the "Clerical and Sales Workers" for the borough, and "Craftsmen, Foreman" for the township. In Franklin County as a whole, the "Operatives" category is the largest, with "Craftsmen, Foremen" the second largest, and "Clerical and Sales" the third largest.

In comparing the prevalence of "white collar" occupations, it is shown that 15 percent of the workers in Greencastle fall in the "Professional, Technical" category, while 7.2 percent of the workers in Antrim Township are in this category. The Franklin County figures place 11 percent in this category. The library's service areas fall on either side of the county norm.

* Computer print out of 1970 census data

△ Comprehensive Plan for Franklin County.

In the "Managerial and Administrative" category, Greencastle's percentage is 6.4 percent and Antrim's is 5.2 percent. Franklin County's percentage is 6.2 percent; 22.4 percent of the workers in Greencastle are involved in clerical and sales work, while 12.8 percent in the township are involved in this category. The percentage for Franklin County for the "Sales and Clerical" Category is 13.7 percent.

A comparison with the occupational categories for the United States as a whole listed in the Statistical Abstract of the United States, 1974 was made. Nationally white collar workers comprise 49.9 percent of the work force. In Greencastle, the white collar figure is 43.8 percent and in Antrim Township it is 25.2 percent. Nationally the blue collar percentage is 34.7 percent. In Greencastle, the blue collar percentage is 42.6 percent and in Antrim, it is 54.8 percent. Nationally, workers in service industries comprise 11.7 percent. In Greencastle, this percentage is 11.2 percent, and in Antrim, it is 9.4 percent.

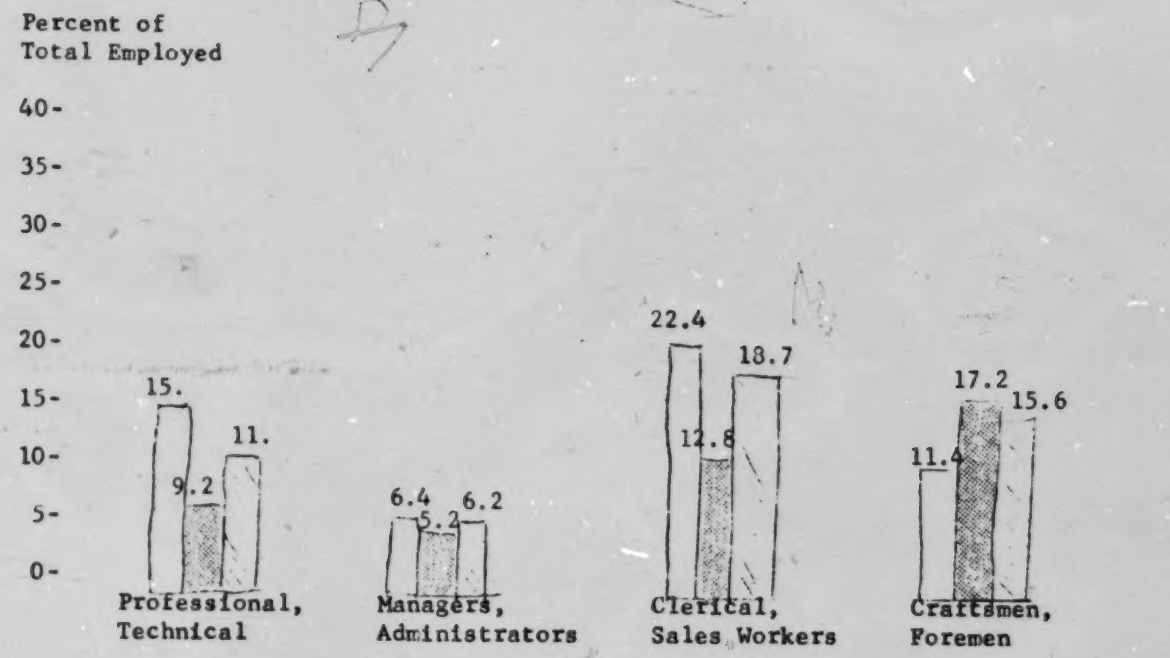
The figures presented in Table 5 corroborate the uniqueness of Besore Library in meeting its residents' needs. Library studies have shown that library users are traditionally found in white collar occupations, especially those in professional and managerial occupations. Most of the workers in Greencastle and Antrim Township fall into other categories, among whom library users are found less frequently.

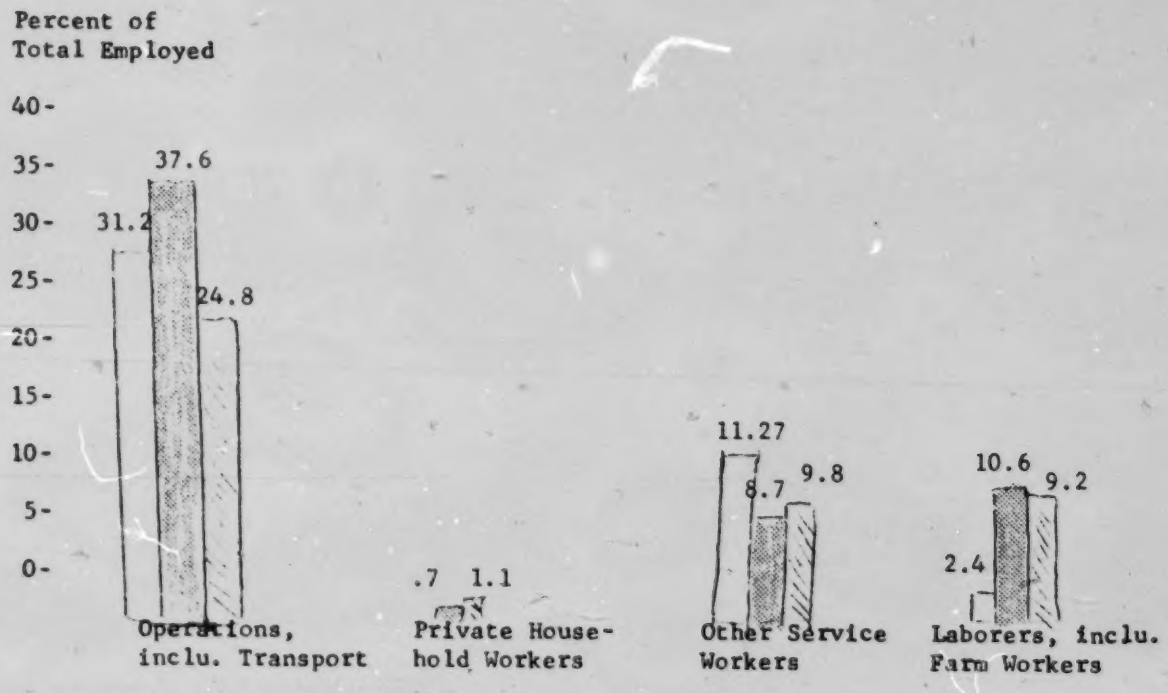
In comparison with Franklin County percentage of white collar workers, it is shown that Greencastle has a higher percentage of white collar workers than the county (by 10.9 percentage points). Antrim Township has a lower percentage of white collar workers than the county (by 7.7 percentage points). Table 5, Figure 1 portrays these percentages graphically.

The library should design services and build resources of interest to the sizable proportion of people who work in blue collar occupations, especially in the township. The library should also design services and build up resources for the people employed in the "Professional, Technical" and "Manager, Administrator" categories. For example, the business and management collection of the library could be enlarged, and programs in investments and managing a small business could be offered.

TABLE 5

Figure 1 - Occupation Distribution, 1970





The information contained in Table 6 details the distribution of family income groups and median income. According to the 1970 census, the median income for Greencastle is $9,293, and for Antrim Township, it is $8,921. For Franklin County, the median income is $8,578; for Pennsylvania it is $9,558; and, for the United States, it is $9,596.

While the income level for the Greencastle-Antrim area is lower than that for the nation as a whole and for the state of Pennsylvania, the two parts of the area have higher incomes than Franklin County (both have median income slightly higher than that of the County). There are less low-income people in the Greencastle-Antrim area than in the County, and a few less high-income people, too. It is interesting to note that no one in the borough or the township reported an income of $50,000 or over. In Greencastle, 85.7 percent of the family incomes are $14,999 or less, while in Antrim, 92.8 percent of the incomes are $14,999 or less. In Franklin County, 91 percent of the incomes are $14,999 or less.

TABLE 6 †

Income Characteristics - 1970

Distribution of Family Income Groups and Median Income

	GREENCASTLE		ANTRIM	
	Percent of Total Families	Cum. percent of Total Families	Percent of Total Families	Cum. percent of Total Families
Under - $ 2,000	5.3	5.3	3.5	3.5
$ 2,000- 3,999	4.6	9.9	8.1	11.6
$ 4,000- 6,999	20.1	30.0	23.6	35.2
$ 7,000- 9,999	26.8	56.8	31.0	66.2
$10,000- 11,999	16.2	73.0	18.9	85.1
$12,000- 14,999	12.7	85.7	7.7	92.8
$15,000- 24,999	12.3	98.0	6.5	99.3
$25,000- 49,999	1.5	99.5 △	0.2	99.5 △
$50,000- plus	0	99.5 △	0	99.5 △
Median Income	$9,293.		$8,921*	

* Franklin County Planning Commission Figure
△ Varies due to rounding error
† Computer print out of census data for Greencastle and Antrim Township

TABLE 6 (continued)

	FRANKLIN CO.		UNITED STATES	
	Percent of Total Families	Cum. percent of Total Families	Percent of Total Families	Cum. Percent of Total Families
Under	11.	11	5.9	5.9
$ 2,000- 3,999	34	-	9.3	15.2
$ 7,000- 9,999	23	68	20.6	52.8
$10,000- 11,999	23	-	26.6	
$12,000- 14,999		91		79.4
$15,000- 24,000	8	99	16.0	95.4
$25,000 49,999	1		4.6	
$50,000- plus		100		100
Median Income	$8,578*		$9,596	

*Franklin County Planning Commission Figure
Varies due to rounding error
Computer print out of census data for Greencastle and Antrim Township

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TABLE 6

Figure 1 - Income Distribution, 1970

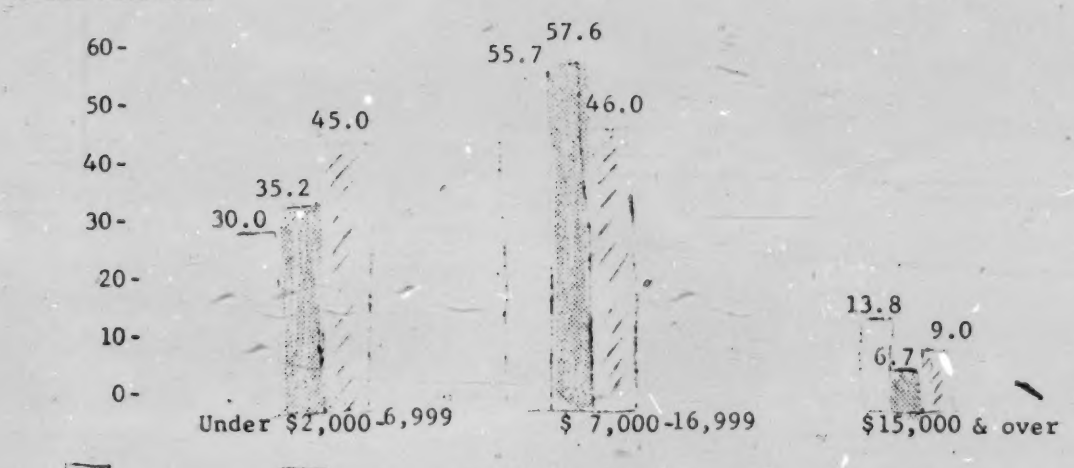

Table 6, Figure 1 breaks the income figures into three groups: Under $2,000- $6,999; $7,000- $14,999; and $15,000 and over. The following comparisons can be made: 30 percent of Greencastle's families are in the Under $2,000 to $6,999 range, while 35.2 percent of Antrim's are in this range, and 45 percent of Franklin County is in this range. In the $7,000 to $14,999 range, 55.7 percent of Greencastle falls; 57.6 percent of Antrim; and, 46 percent of Franklin County. In the $15,000 and over range, 13.8 percent of Greencastle falls; 6.7 percent of Antrim; and, 9 percent of Franklin County. Nationally, the lowest range has 32.2 percent of family income; the middle range has 47.2 percent; and, the highest range has 20.6 percent.

The family income figures for Greencastle and Antrim Township are close (Greencastle has only $372 more in median income than the township), but the borough has more families with higher incomes (in the $10,000 to $25,000 range) than the township.

Once again it should be noted that traditional users of the public library come from higher income families. However, Besore's users are made up largely of middle-income families. This is yet another area where the library deviates from the norm.

TABLE 7

	Greencastle	Antrim	Total
Population	3,293	7,378	10,671
Persons per Household	2.7	3.7	
Number of Families	1,159	1,991	3,150
Number of Children	1,082	3,195	4,277
Percent of Children for Each Service Area	25.3	74.7	
Average Number of Children per Family	0.9	1.6	1.4

Table 7 presents data on the family structure of the Greencastle-Antrim area. The average number of children per family in Greencastle is 0.9, while in the township, the average is 1.6. 74.7 percent of the children in the library's service area live in Antrim Township, with 25.3 percent living in the borough. Since most of the children live in the township most of the juvenile services should be designed to reach these children,

and services for their parents should be developed. Since the population of the borough is largely adult, programs of service for Greencastle should be designed for adults.

TABLE 8

Marital Status, 1970

	GREENCASTLE		ANTRIM	
	Male	Female	Male	Female
Persons over 14 yrs. old	1,131	1,335	2,533	2,573
Percent Married	77.0	65.3	74.1	70.4
Percent Single	18.1	16.?	23.2	21.4
Percent Widowed	3.5	15.5	1.5	6.9
Percent Divorced	1.2	2.1	1.0	1.0

Table 8 details the marital status of the area. As is expected, most of the population is married. However, Greencastle does have a large percentage of widowed females, again revealing the older population of the borough.

Demographic differences between Greencastle and Antrim Township can be seen. The borough is likely to have more traditional users of the library than the township. However, neither area is particularly saturated with the kind of people who normally frequent their public library (especially in terms of education, occupation, and income). However, the library is heavily used. This fact indicates that the people of the area are supporting their library. They are using its services and making demands on their library. Besore Library is listening to these demands and meeting them successfully.

However, the library should not be content with the status quo. Suggestions are made throughout the report where improvements and changes can be made to extend library services. For example, while the 50 percent registration figure in the township is high, that means there is still 50 percent of the township not registered at the library. This indicates a need for Besore to consider more innovative services for the non-library users in the township, with particular attention paid to the types of library materials in the collection and their subject orientation. More innovative methods of advertising the library's services should also be considered. Within the borough, more attention should be paid to the needs of the older population that the library can meet.

Organizations and Groups

The organizations and groups of any community play important roles in the shaping of that community. They can have a profound effect on the progress of a community and they provide places and situations where residents of the area come together to form a community.

It is important for the library to recognize these organizations and for the library to be recognized by and used by these organizations if the library really wants to become an integral part of the community in which it functions.

Therefore, the compilers of this analysis have attempted to list as many organizations and groups in the community as they could discover for the following reasons: to identify specific areas of interest in developing the library's materials, collections, and other services; to identify specific individuals the library can contact to promote library resources and services; to get a "feel" for the Greencastle-Antrim community by examining the leisuretime interests of its residents; and, to compile a community organization file.

The organizations have been divided loosely into the following groups: Service and/or Social; Women's; Recreational; Professional/Occupational; Civic; School-Related; Political; Historical; Cultural/Educational; Special Interest; and, Miscellaneous.

Following is a listing of these general groups, with specific organizations identified and approximate number of members, where available. Of course, some of these organizations fall into more than one area; the decision as to which area to place each one was done arbitrarily by the compilers.

Service and/or Social	Lion's Club (58)
	Rotary Club
	Free and Accepted Masons (80)
	Rescue Hose Company (500)
	Rescue Hose Ambulance Squad (45)
	Rescue Hose Auxiliary (80)
	Harry D. Zeigler V.F.W. Post 6319
	V.F.W. Club
	V.F.W. Auxiliary (175)
	Frank L. Carbaugh American Legion Post No. 373 (248)
	American Legion Auxiliary (175)
	Greencastle-Antrim Senior Citizens
Women's:	Greencastle Homemaker's Club (15)
	Shady Grove Women's Club
	State Line Women's Club
	Greencastle-Antrim Senior Women's Club (120)
	Greencastle-Antrim Junior Women's Club (20)
	Nursing Mothers of Franklin County (15)
	Welcome Wagon (25)
Recreational:	King's Playground Association
	Moss Spring Swim Club
	Greencastle Athletic Association

Recreational: (cont'd)	Junior Baseball Association Greencastle-Antrim Little League Greencastle-Antrim Pony League Conococheague Archers (50) Silver Star Saddle Club (50) Greencastle Sportsman's Association (750) Greencastle Sportsmen's Auxiliary (48)
Professional/Occupational:	American Business Women's Organization (50) Greencastle-Antrim Education Association (141) Greencastle-Antrim Ministerial Association Franklin County Farmer's Association
Civic:	Greencastle Chamber of Commerce Shady Grove Ruritan Club Kauffman's Station Ruitan Club State Line Ruitan Club State Line Ruritan Club Auxiliary Greencastle-Antrim Redevelopment Association
School-Related:	Elementary School PTA's (4 schools) Band Boosters Athletic Boosters
Political:	Greencastle-Antrim Democratic Club (75)
Historical:	Greencastle-Antrim Civil War Roundtable (20) Martin's Mill Bridge Asso. (500) (also recreational) Enoch Brown Park Association (150) (also recreational)
Cultural/Educational:	Greencastle-Antrim Art Association Friends of the Lilian S. Besore Memorial Library (45) American Association of University Women (50) Scout Leaders
Special Interest:	Old Home Week Association Greencastle-Antrim Loyal Daughters (324) Women's Christian Temperance Union (38)
Miscellaneous:	United Churches of Greencastle-Antrim Council of Church Women Cedar Hill Cemetery Association (45) Greencastle Better Foods Association

The Greencastle-Antrim area is indeed well organized, with a large number of the groups traditionally found in smaller communities represented. Many of the groups are organized in the traditional way, with men belonging to the parent group, and women belonging to the group's auxiliary.

Listed among the Special Interest groups is Old Home Week. The first Old Home Week was held in Greencastle in 1902, and was called the Old Boy's Reunion. Since that time, Old Home Week has become a community tradition, with Old Home Week held every three years in August under the sponsorship of the Greencastle-Antrim Old Home Week Association. The last

to be held was the Twenty-Fifth Triennial in 1974. Greencastle's Old Home Weeks are sponsored entirely by public subscription of current and former residents, with no carnivals or concessions of any kind allowed. There are numerous events, including a pageant at the high school and an open house at the library, that are extremely well-attended during the week. Many pe people who lived here at one time come back especially for Old Home Week, scheduling vacations so they can return.

As a result of the establishment of Old Home Week, various civic projects have been undertaken by the Association, and its supplementary group, the Loyal Daughters. The site of the community playground was a gift of one of the Old Boys, and the shade trees along the main street were planted by the Loyal Daughters. Besore Library was established by a bequest of close to $500,000 from Calvin J. Besore, another Old Boy.

The library should procure materials that are of interest to the individual organizations and then make them known to the organization through book talks, booklists, and other announcements about library materials and services, and by letting the officers of the club know by telephone what materials the library has to offer that might be of interest. In addition to giving formal book talks, the librarian could offer these groups a general discussion program on the library and the services that are available, emphasizing what the library can do for that particular group. Also, the library can provide films and other audio-visual materials to groups for their programs.

The library's meeting room should be made more available to the community's organizations as a place for their meetings. It would be a beneficial community service of the library to offer its meeting room to local organizations.

Government Agencies and Services

The borough of Greencastle is governed by an elected Mayor and seven Town Councilmen. In addition, there are a number of commissions (whose members are appointed by the Town Council): Planning and Zoning Commission; Zoning Hearing Board; Auditors; Shade Tree Commission; and Civil Service Commission. There are also Council Committees to deal with the following areas: Streets; Water; Police; Fire and Light; Sewage; and Administration and Property.

The Borough Office houses the Police Station, the Borough Secretary's office, the Income Tax Office, and the Water Department.

There are three full-time policemen in the borough. Fire protection is provided by a volunteer fire company, the Rescue Hose Company, which owns its own fire hall with seven fire trucks: two tankers, one brush truck, and four pumpers. Ambulance service is also provided by this organization. The Rescue Hose Company of Greencastle also provides fire protection to the residents of Antrim Township. There is a Justice of the Peace, located in Greencastle, whose district encompasses the borough and the township.

The township is governed by three elected supervisors, whose office is located just at the edge of Greencastle, at the intersection of Route 81 and Pennsylvania Route 16. There are a number of commissions and committees serving the township also: Planning Commission; Zoning Hearing Board; Antrim

Township Municipal Authority; Tax Collector; Assessor; and Auditors.

There is a Constable, but police assistance is generally received from the Franklin County Civil Defense Center or the Pennsylvania State Police, both of whom are located in Chambersburg, 11 miles to the north.

Originally, the Township's Supervisors' main responsibility was to construct and maintain roads and bridges in the township. However, in recent years, the supervisors have taken on more responsibilities in the areas of health, safety, and recreational aspects of rural living. A new sewage system has been constructed to serve Shady Grove, and one to serve State Line is expected to be built during the next five years.

Library services to the Town Council and the Township Supervisors and to the various governmental offices of these bodies should be extended. Officials should be contacted so they can make their informational needs known to the library, and so the library can explain the services it has that might be of use to our borough and township officials.

Also located in the township is a U.S. Reserve Center, where reserve troops training is conducted over weekends and during the summer.

The following medical services are available to residents of the Green-Castle-Antrim area: three physicians in the borough; three physicians in the township; three dentists in the borough, and two optometrists in town.

The John L. Grove Medical Center was established in 1970, through the generosity of John L. Grove. It was built by the Greencastle-Antrim Foundation Board, an organization dedicated to developing the health and general welfare of the community. The Center can accomodate the practices of four physicians, as well as a consultant. There are 2 emergency rooms, an x-ray department, and a laboratory suite.

At the moment, Greencastle is searching for more physicians to set up practice in the medical center. There is just one there now. For regular hospital service, the residents of the area must go to Chambersburg, Waynesboro, or Hagerstown, Maryland.

Commercial Characteristics

The business and industry of the Greencastle-Antrim area has a great effect on the life of the people and on the library.

A survey of twenty-three local industries (located in the borough and the township) taken during the week of December 8, 1975 indicated a total employment of 4,863 people in these local industries. Of course, not all of the people employed by these industries live in the library's immediate service area. (However, library services are still due to these people because they work in the area.) In addition, there are people who live in Greencastle and Antrim Township who work outside the immediate area (largest employers outside the area being Mack Trucks in Hagerstown and the Letterkenny Army Depot, a federal installation in central Franklin County).

The largest industry in the Greencastle-Antrim area is Grove Manufacturing Company, which makes farm equipment and hydraulic cranes, and employs

approximately 3,700 of the 4,863 people employed in local industries. Corning Glass Works, the second largest employer in the area, currently employs 500 people.

The other industries in the area are smaller. The Sylvania Shoe Plant employs 215 people; Foremost Industries, makers of prefabricated homes, employs 70; The Baer Packing Company employs 60; Jerr-Dan Corporation, which makes truck and bus bodies, employs 73 people; Armco Products, makers of plastic products, employs 43; and Anvil Products employs 34 people.

In recent months, a number of industries in the area have experienced lay-offs and furloughs. If this situation continues, the economy of the area will be profoundly affected.

The borough of Greencastle has a small shopping area, located around the center square, about three blocks west of the library. Among businesses in Greencastle and Antrim Township are nine restaurants, four taverns, eight service stations, five beauty shops, one pharmacy, three car dealers, one motorcycle dealer, three lumber and feed stores, two funeral homes, four insurance agencies, five real estate offices, two banks (with branches in the township), one post office in town and one each in State Line and Shady Grove, two printers, two dry cleaning and laundry establishments, approximately 75 retail stores, one supermarket and four smaller grocery stores, one gas company, one heating oil company, and a number of construction companies.

A review of the businesses and industries in the area is important for two reasons. As was mentioned earlier, specific library services should be designed to meet the needs of newly unemployed people.

In addition, it is important for the library to build services directly for the industries and businesses in the area. The library should find out what informational and recreational needs these businesses and industries require, build up its collection and services (especially reference) according to what is needed and make known to the industries what the library has available.

Schools

The Greencastle-Antrim School District is made up of the borough of Greencastle and Antrim Township. In 1965, the two municipal areas combined to form the one school district. The present high school building was erected in 1960, and the middle school in 1968. Both of these are located side-by-side, on South Ridge Avenue, about three blocks from the library. There are four elementary schools: Greencastle, located on South Washington Street in town about 2½ blocks from the library; Shady Grove, located in eastern Antrim Township; Brown's Mill, located in northern Antrim Township; and, South Antrim, located in southern Antrim Township. Plans for consolidation of the elementary schools into one or more new buildings are currently being considered.

In addition, there is a Center for Environmental Studies, known as Tayamentasachta, located on an old farm bought by the School District, near the Senior High - Middle School complex

The 1976-77 school year was expected to be the peak year for school

enrollment, with a gradual reduction in the number of students throughout the next decade.

Specialized educational services (for children who are gifted, or who are mentally retarded, or who have sight and/or hearing problems, etc.) are provided to the students of the Greencastle-Antrim School District by the Lincoln Intermediate Unit, No. 12. This Intermediate Unit services three counties - Franklin, Adams and York - and has satellite office located in Greencastle on East Baltimore Street. A Special Education building for Franklin County is currently being built in Chambersburg, and will provide further specialized services.

In addition, there are Greencastle-Antrim students who attend the Franklin County Vo-Tech School in Chambersburg. They are transported to Vo-Tech by school buses from the high school.

The School District provides four adult education courses in sewing, typing, and small engine repairing. There were a total of 44 adults registered in these classes during the fall of 1975. There are other schools and colleges in the area that offer adult education courses, and it is expected that a number of residents of the area take advantage of these.

In the immediate area outside the library's service area there are a number of colleges. At Mont Alto, in Quincy Township, there is a branch of Penn State. In Chambersburg, there is Wilson College. A little further north there is Shippensburg State College. In Hagerstown, Maryland, there is Hagerstown Junior College. Many students from the Greencastle-Antrim area attend these local colleges.

Recreational Facilities

TABLE 9

Recreational Facilities

ANTRIM TOWNSHIP

Name	Approximate Acreage	Facilities
Sportsmen's Farm	106	Fishing, picnicking, archery, rifle and pistol ranges, ice skating, pheasant pens, club house and boating
Enoch Brown Park	4	Picnicking, shelters, and fire places
Martin's Mill Bridge Park	3	Picnicking
State Line Park	7	Picnicking and club house
Shady Grove Park	5	Club house
Shady Grove School	1-2	Playground

ANTRIM TOWNSHIP (cont'd)

Name	Approximate Acreage	Facilities
South Antrim School	1-2	Playground
Brown's Mill School	1-2	Playground
	GREENCASTLE	
King Playground	5	Playground, picnicking, shelters, tennis courts, baseball field
High School	10	Atheletic fields: soccer, football baseball, track; tennis courts, gymnasium,archery, auditorium
Greencastle Elementary School	½	Playground
Little League Field	1	Baseball field
Pony League Field	1	Baseball field
Moss Spring Swim Club	-	Swimming pool

Table 9 details the recreational facilities of the Greencastle-Antrim area. There are numerous areas suitable for sports games, as well as many areas for picnicking and enjoying nature. Most of the activities take place during the spring, summer, and fall; there are few winter recreational activities.

The Jerome King Playground became the community's chief recreational area in 1923, when David D. King gave a deed to the Playground Association for the land for a community playground. The Playground has always been the home of the Greencastle Athletics and the American Legion Baseball Teams. During the summer months, a regularly scheduled program is presented. In addition to this, the playground is the location for band concerts, dances, choral presentations, picnics, and outdoor movies.

The Sportsmen's Farm provides a number of sports activities. This is a private organization and is limited to men. The Moss Spring Swim Club is also a private organization.

Communications Agencies

The Greencastle-Antrim area is serviced with one local newspaper, The Echo-Pilot, published Thursday of each week. In addition, newspapers from Waynesboro, The Record Herald; Chambersburg, Public Opinion; and Hagerstown, Md., Morning Herald, serve the community daily. These papers all contain sections devoted to news of the local area.

TABLE 10

Greencastle-Antrim Circulation of Local Newspapers

NAME	Greencastle-Antrim Circulation
Echo Pilot (Greencastle)	2,800
Record Herald (Waynesboro)	590
Public Opinion (Chambersburg)	287
Morning Herald (Hagerstown)	125

Table 10 presents circulation figures for the various local newspapers serving the area, from the local newstand only. These totals are not completely accurate, because there are other places in the area that sell these papers. The figures in Table 10 also do not account for the papers sent out through the mail.

One radio station, WKSL-FM, is located in the area, but there are two AM stations in Waynesboro and two in Chambersburg that serve the area, along with four in Hagerstown. All of these stations cover news and events of the Greencastle-Antrim area. The library airs a five-minute program every Friday at 12:50 p.m. over WKSL-FM.

The closest television station is WHAG-TV in Hagerstown, and it, too, provides local news and events coverage of our area. The Regional Cable Corporation provides cable TV service. Television stations from Washington, D.C., Baltimore, Maryland, and Lancaster, Pennsylvania serve the area, either through connection to the cable or use of an aerial. There are also two Public Broadcasting System stations (from Hershey, Pennsylvania and from Baltimore, Maryland) that can be gotten over the cable.

Transportation

Transportation facilities serving the Greencastle-Antrim area include U.S. Route 11, running north-south through the area; Interstate Route 81, a major national highway running north-south through the center of the area; Pennsylvania Route 16, leading west from the Maryland line to the Lincoln Highway (U.S. Route 30) and the Pennsylvania Turnpike at McConnellsburg. The library is located along Pennsylvania Route 16, in the borough on East Baltimore Street

Air service is available at the Hagerstown Airport, located approximately four miles south of Greencastle.

Greyhound and American Trailways furnish bus transportation for the area.

There is no local public transportation; however, there is a taxi service located in the borough.

Entertainment

To find entertainment, the people of the Greencastle-Antrim area must go outside of the area. There is no theatre, movie or otherwise, in the area. To see a movie, a person must travel to Hagerstown, Chambersburg, or Waynesboro. The schools do put on plays from time to time. They also show movies, but just for the students. The Fire Company puts on an annual minstrel show. There are no night clubs. There are few cultural events (the library offers book talks, art exhibits, a "Great Decisions" Program, and did offer a series of music enrichment programs that were very poorly attended). Here again, residents who are drawn to cultural events must go to Hagerstown or Chambersburg or beyond.

Churches

Organized religion plays an important part in the life of the Greencastle-Antrim Community. Within the borough, there are ten churches, and in the township, there are seventeen.

The churches with the largest memberships (including active and inactive members) are all located within the borough: Evangelical Lutheran Church, 762; Saint Mark's Roman Catholic Church, 600; Grace United Church of Christ, 530; and the First United Methodist, 500.

The churches in the township have smaller memberships, but, of course, there are more of them. The largest congregation in the township churches are the Ebenezer United Brethren Church, 355; and, the Hollowell Brethren in Christ Church, 243. Most of these churches have wide-ranging activities for all age groups and include auxiliary organizations that aid in the work of the churches.

The Rhodes Grove Camp Grounds is located opposite the Old Brown's Mill School at Kauffman's in Antrim Township. This site was bought by the Pennsylvania Conference of the Otterbein United Brethren Church and has been used during the summer as a young people's camp, for the Franklin County Sunday School Convention, camp meeting services of the Church's Conference, and by other denominations for various types of church meetings.

Facilities for Group Meetings

The following places provide facilities for group meetings: The Citizens National Bank Community Room; the meeting room of the First National Bank; and the Jerome King Playground (in good weather, only). All of these are located within the borough and the demand made on them is very great.

The Lion's Club has recently bought the Greencastle Hotel and has plans to turn some of its rooms into public meeting rooms. In addition, the club hopes to reserve a part of the hotel for a teen center.

In the township, there are community centers in Shady Grove and State Line that offer places for group meetings.

Other Information Agencies

Besore Library is part of the Franklin County Library, and the Conococheague District Library System (further explained in Chapter III). There are eight library buildings, of one sort or another, in Franklin County. Some belong to the system (two are reading stations of the Franklin County Library) and some do not.

In addition, in Hagerstown, there is the Washington County Free Library, a very good public library. There has never been any cooperation between Besore Library and Washington County Library. People in our area do use the Washington County Library and Besore does serve some Maryland residents. For these reasons and because the libraries are only eleven miles apart, consideration should be given to exploring cooperative efforts with Washington County Library, or the Western Maryland Regional Library.

The Greencastle-Antrim School District has a Materials Center located in the Middle School, about three blocks from Besore Library. Cooperation between the school libraries (librarians) and the public library (librarian) is very good on an informal basis. Telephone conversations between the librarians and sharing of ideas, problems, and a few reference tools have proved beneficial in the past. However, it is suggested that a more formal cooperative effort be undertaken, as these two libraries are serving much of the same population already with the same needs.

In addition, the taxpayers are paying to support both the school libraries and the public library (although to a much lesser degree than taxes paid to support the schools). Therefore, materials and other resources could be shared by the two libraries, to make available to adults during non-school hours, what is available to their children in school.

There are two telephone "problem center" lines located in Franklin County, "Hotline" in Waynesboro and "Contact" in Chambersburg. Both of these agencies not only provide help on the spot, but they also act as referral agencies, directing people where to go to get help.

Summary

This chapter has attempted to describe the make-up of the Greencastle-Antrim community, the library's direct service area, by focusing on the demographic characteristics of the area's residents, their social structure, their commercial activities, their communications media, their recreational and entertainment habits, their government and social agencies, their religious life, and their educational and cultural agencies.

To generalize, the area is small-town/rural America, with a very definite sense of community and a healthy respect for its past heritage. At the same time, the area hasn't stayed in the past; it is not an isolated community. Progress can be noted in many areas, especially in business and industry and in education. There are a wide variety of interests and activities evidenced by the people of the area.

The area is unique in that it has a high number of library users among people not normally expected to be library users. From this it is concluded that Besore Library has been doing a much better-than-average job

in assessing the needs and interests of the community it serves, and providing library services to meet these needs and interests.

Besore Library can realistically hope to extend library service, beyond what it already does, to include all of its service population, by using the information gathered about the make-up of its community residents in conjunction with the analysis of existing library resources and services, that is presented in the next two chapters. Of course, providing library services that meet community needs requires continued financial support at increasing levels in the years to come. Besore Library should continue to remain a part of the Franklin County Library System and to receive increased support from the county system. Besore Library could conceivably extend its role in the county system, by expanding its direct service area into areas already served to some degree by the library, to the east, west, and north of Antrim Township.

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CHAPTER IV

Library Organization and Resources

A public library is much more than a collection of books, periodicals, records, films, and other materials; a public library is a public agency whose business traditionally has been to provide information and programs to meet people's educational and recreational needs.

The public library is a service organization and like any organization has a number of parts that fit together to make the whole. Before the library can provide the information and program services, it must have the necessary resources, and, of course, the resources and services must be coordinated through the library's organization and its management.

This chapter of the report deals with the organization and management of Besore Library, and with the resources that the library has. Resources considered are the following:

financial support
personnel
materials collection
physical plant.

Organization and Management

The Lilian S. Besore Memorial Library began operation on March 20, 1963, as a free, public, nonsectarian library to serve the informational, educational, and recreational needs of the borough of Greencastle and Antrim Township and surrounding areas in Franklin County, Pennsylvania, and was recognized by the Pennsylvania State Library in accordance with Section 425 of the Library Code. Prior to this time public library service was provided for the community by the Greencastle Free Circulating Library, run on a volunteer basis by a group of local citizens.

Besore Library was established as a result of a trust fund left by Calvin J. Besore in the care of the Greencastle School Board (whose successor is the Greencastle-Antrim School District Board) for the establishment of a free public library in Greencastle. The library is named after Mr. Besore's mother, Lilian.

The Lilian S. Besore Memorial Library is a corporation organized under the Non-profit Corporation Law of Pennsylvania, with its seven-member Board of Directors appointed by the School Board of the Greencastle-Antrim School District. Five of the members are appointed for five-year terms, one appointed each year; two of the members, representing the School Board itself, are appointed for one year terms. The Library Board meets semi-annually, with special meetings called as needed.

The role of the Board of Library Directors is set forth in the Pennsyl-

vania Library Code. According to the code, the Board controls all funds appropriated for the establishment and/or maintenance of a local building. The Board must file an annual report to the proper municipal authorities, and establish reasonable rules and regulations within which framework free library use is extended to the residents of the municipality.

The Board of Directors also has the power to contract with the Board of Directors of another library to establish a cooperative plan for improving library services.

From its beginnings in 1963, Besore Library has contracted with the Franklin County Library for various services. At the time Besore was established, the property holders of the borough of Greencastle and Antrim Township paid the library tax collected by the County Commissioners and turned over to the Franklin County Library Board. The library tax is currently one mill on the assessed property valuations of those municipalities in the county who have agreed to pay the tax. At any election, a referendum to withdraw from the county system may be placed on the ballot. During past years, two boroughs and two townships have withdrawn their support from the county library. The two largest boroughs in the county never were a part of the county system, thus have never paid the county library tax.

The tax money collected from residents of Greencastle and Antrim Township is then channeled back to Besore Library through our contract with the County Library. Besore Library's direct service area is the borough of Greencastle and Antrim Township. This arrangement is somewhat complicated, partially due to the fact that together the Franklin County Library and the Coyle Free Library - the public library in Chambersburg, which pays no county library tax - make up the Conococheague District Library. (There are twenty-eight District Library Centers throughout the state of Pennsylvania, whose primary functions are to provide direct service to library patrons, provide services to patrons through the local library, and provide guidance and coordination for local libraries.) By a resolution, adopted December 17, 1970, the Board of Directors of Besore Library, committed Besore to continuing active participation in the Conococheague District Library System. The District Library is responsible for providing the services Besore contracts for. However, the Contract is still made with the County Board. There are three libraries in the System (Besore, Franklin County, and Coyle) and each one maintains a separate library board, ultimately responsible for its own library.

Our contract calls for the Conococheague District Library to provide centralized acquisitions, cataloging, and processing of books and other library materials, to be paid for by the County Library; assistance in employment of a librarian and other personnel, whose salaries are paid by the County Library; interlibrary loan and reference service; monthly and annual reports; and special collections.

The Besore Library Board pays $9,000 a year to the County Library Board, the amount being subject to renegotiation each year.

The Besore Library Board accepts full responsibility for the maintenance of the library building, and pays costs relating to such maintenance, including compensation for all personnel not employed per the contract.

The Conococheague District Library Board has adopted a personnel policy and general policy statement (regarding goals of the library, book selection

policy, etc.). The Besore Library has adopted a policy regarding book selection and one denoting the duties of the Library Board and the Librarian. In addition, the Besore Library Board has adopted a policy regarding the library's meeting room.

Finances

Besore Library operates with income from two differnt sources. By its contract with the Franklin County Library, it receives money from the county in the from of a "grant," which is the tax money collected from the residents of the Greencastle-Antrim area; the money Besore pays to the County Board as stipulated in the contract; Besore's share of state aid; plus, any money above these amounts the County Board budgets for Besore. In addition, the library receives yearly income from the investments made in the trust fund that was left for the establishment of the library.

The budget described in Table 11 details income and expenditures for Besore Library for the year 1973 through 1975, showing the two sources of income and expenditures (money from the Besore Fund and from Franklin County Library Board, through the Conococheague District Library). Between 1973 and 1975, total income for Besore Library increased from $35,064.38 to $49,319.57, a total of $14,255.19.

Please note the column for "contract" in the Expenditures. This is the amount paid to the Franklin County Library Board by the Besore Board as stipulated in the contract between the two. Therefore, this is shown as an expenditure by Besore. This contract money is put into the county's general fund and is channeled back to Besore through the county money spent for Besore. The figure for total expenditures made for Besore by the County include this $8,000 paid by Besore.

The money spent by Besore Library in 1975 for personnel does not reflect the addition of a full-time college graduate to the Besore staff, half of whose salary the Besore Board has paid (the other half, being paid by the federal government). In early 1976, the Besore Board will reimburse the District for this personnel expenditure, as well as that for janitorial personnel.

The Recommendations from the American Library Association (A.L.A.) for a library serving a 10,671 - size population are presented at the bottom of the budget. These recommendations were determined in the following manner:

1. Personnel. The recommended expenditure of $37,409.50 is based on the following data:

   a. 1970 census for service area - 10,671 population
   b. A.L.A. recommendations for personnel in Interim Standards for Small Public Libraries for 10,671 service area population, or five full-time people.
   c. Salary Allocations,

Professional	(1) X $11,880 =	$11,880
College Graduate	(1) X 8,250 =	8,250
Library Assistant	(1) X 6,200 =	6,200
Clerk	(1) X 6,200 =	6,200
		$32,530.00
plus 15% for fringe benefits		4,879.50
		$37,409.50

These salary figures are based on recommendations from "Costs of services which meet minimum standards for public library systems in 1971" (Public Library Association Newsletter, October, 1971). The above personnel budget does not include salaries for custodians, a page, or a part-time Library Assistant to fill in during staff absences.

2. Materials. The budget allocation recommended is $9,040.75, derived thusly:

   a. The Interim Standards for a Small Public Library recommends that Besore Library should have a collection of two volumes per capita, or 21,342 volumes.
   b. It is recommended that 5% of the collection be withdrawn annually and replaced. This amounts to buying 1,067 volumes each year.
   c. Also, 30% of the new acquisitions should be children's materials, and 15% be for young adults, with 55% for adult materials.
   d. At book prices quoted in A Survey of the Pulaski Public Library, the following allocations should be made:

adult material	587 X $10.25 =	$6,016.75
children	320 X 4.65 =	1,488.00
young adult	160 X 9.60 =	1,536.00
total book budget		$9,040.75

   e. Approximately 70 periodicals should be subscribed to for a library the size of Besore. In 1973, the average periodical subscription price was $11.35 per year. Only 50 are allocated for here, since the Citizens National Bank of Greencastle subscribes to twenty periodicals for the library.

      50 X 11.35 = $624.25

   f. The total materials budget should be $9,665.00, with no separate allowances for reference and non-print materials.

3. Operating. This budget allocation includes money for everything but personnel and materials (building maintenance, utilities, transportation, supplies and equipment, etc.). The allocation was arrived at by assuming the recommended formula that operating costs should amount to approximately 20% of all other expenditures. This amounts approximately to $9,414.90.

Between 1973 and 1974, there was an eighteen percent increase in income for Besore, while between 1974 and 1975, there was only a thirteen percent increase. The private income of Besore from its endowment investments has decreased - from 1973 to 1974, by 2%, and from 1974 to 1975, by 2.2%. (However, Besore Library does have money invested in time certificates which will be available for use in a few years.) The income from the county has increased a total of $15,096.78 from 1973 to 1975.

In 1973, the County Library (through the District Library) provided only 42 percent of the income for Besore; in 1974, this figure was 53 percent; and in 1975, it was 60 percent. Currently Besore Library is getting approximately two-thirds of its income from public sources and one-third from its own private sources.

Table 11 also shows the amount of library tax collected by the county from the residents of the Greencastle-Antrim area. Comparisons of tax money collected from the library's service area and money returned to Besore by the county can be made.

Regarding expenditures in 1973, Besore money accounted for 56 percent of the total expenditures for the library, with the county allocation accounting for the remaining 44 percent. The percentages for 1974 are: Besore, 40 percent, and the county, 60 percent. For 1975 the percentages are: Besore, 34 percent, and the county, 66 percent. In 1975, two-thirds of the expenditures made on behalf of Besore Library were made from tax money collected by the Franklin County Library Board.

TABLE 11

Budget - Besore Library

INCOME

	1973	1974	1975
BESORE TRUST, ETC.	$20,354.16	$19,958.99	$19,512.57
FRANKLIN COUNTY* VIA DISTRICT LIBRARY (less $8,000 contract)	$14,710.22	$22,710.36	$29,807.00
TOTAL INCOME	$35,064.38	$42,669.35	$49,319.57
TAXES COLLECTED BY COUNTY FROM GREENCASTLE-ANTRIM AREA	$20,642.00	$22,042.00	$23,653.00

*The sum of $8,000 (subject to renegotiation each year) is paid by Besore Library to the Franklin County Board, as stipulated in their contract. This is an expenditure by the Besore Board and is subtracted from the money spent for Besore by the Franklin County Library Board in figuring the budget table and per capita support.

TABLE 11 (Contd.)

EXPENDITURES

1973

	BESORE	COUNTY	TOTAL
PERSONNEL Δ	$2,120.09	$16,488.18	$18,608.27
MATERIALS	0.00	5,774.50	5,774.50
OPERATING	3,915.26	447.54	4,362.80
CAPITAL	4,468.50	0.00	4,468.50
CONTRACT*	8,000.00		
TOTAL	$18,503.85	$22,710.22*	$33,214.07*

1974

	BESORE	COUNTY	TOTAL
PERSONNEL Δ	$ 2,619.10	$22,851.72	$25,470.82
MATERIALS	0.00	7,178.90	7,178.90
OPERATING	4,518.08	679.74	5,197.82
CAPITAL	0.00	0.00	0.00
CONTRACT*	8,000.00		
TOTAL	$15,137.16	$30,710.36*	$37,847.54*

1975

	BESORE	COUNTY	TOTAL
PERSONNEL Δ	$ 2,079.50	$28,334.00	$30,413.50
MATERIALS	67.55	8,645.00	8,712.55
OPERATING	5,222.97	828.00	6,050.97
CAPITAL	0.00	0.00	0.00
CONTRACT*	8,000.00		
TOTAL	$15,370.02	$37,807.00*	$45,177.02*

TABLE 11 (Contd.)

AMERICAN LIBRARY ASSOCIATION RECOMMENDATIONS

PERSONNEL	$37,409.50
MATERIALS	9,665.00
OPERATING	9,414.90
TOTAL	$56,489.40

*The sum of $8,000.00 (subject to renegotiation each year) is paid by Besore Library to the Franklin County Board, as stipulated in their contract. This is an expenditure by the Besore Board and is subtracted from the money spent for Besore by the Franklin County library Board in figuring the budget table and per capita support.

Δ The money spent by Besore Library is in the form of a reimbursement to the District Library for personnel expenses made by the District during the previous year for Besore not covered in the Franklin County - Besore contract. Therefore, the 1975 figures do not reflect the hiring of a new, full-time employee, paid for by the Besore Board.

TABLE 12

Per Capita Support For Besore Library
Based On Greencastle-Antrim Service Area Of 10,671

Source	1973	1974	1975	A.L.A. Recommendations
County	$1.38	$2.13	$2.79	
Besore	$1.73	$1.42	$1.44	
Total Per Capita Support	$3.11	$3.55	$4.23	$5.29*

*Total A.L.A. recommended budget of $56,489.40 ÷ 10.671

Table 12 portrays per capita support for Besore Library. Three figures are shown: per capita support from county funds (including tax collected from the Greencastle-Antrim area); per capita support from Besore's private funds; and, the total per capita support from the two. Per capita support is figured by dividing the money spent for Besore (by the county; by the Besore Board; and by both) by 10,671, the population served by Besore Library.

The A.L.A. recommendation of $5.29 per capita is arrived at by dividing the A.L.A.-recommended budget total by 10,671.

Personnel Resources

Table 13 presents a comparison between the personnel recommendations of the American Library Association (based on a 10,000 population) with the current personnel resources of Besore Library, serving a population of 10,671. The A.L.A. has recommended that one full-time or full-time equivalent (FTE) staff member be employed for every 2,500 people in the library's service area. In comparing A.L.A. standards and the personnel of Besore Library, it is shown that Besore is minus 0.1 F.T.E.

It is interesting and relevant to compare the personnel resources of Besore with those recommended as minimum standards by the State Library of Pennsylvania. According to the State Library, a library should employ one full-time person, or full-time equivalent, for every 3,500 people served. In addition, a library serving a population of 10,000 - 19,999 need have only a Provisional Librarian as its head (a college graduate with a Bachelor's degree, plus at least twelve credit hours in library science).

TABLE 13

Library Personnel Compared With A.L.A. Recommendations*

	Professional	College Graduate	Library Assistant	Clerical	Page	Volunteer	Total FTE °
Besore (FTE) °	1	1	1.16	1	0.53	0.21	4.9
A.L.A. Standards † (FTE)	1	1	1	1	1	0	5.0
Difference in Besore Staff From A.L.A. Recommendations	0	0	+0.16	0	-0.47	+0.21	-0.1

*American Library Association - does not include maintenance

° Full-time is equal to 37½ hours a week, 52 weeks a year

† The A.L.A. standards quoted are the minimum suggestions for a service population of 10,000 - 24,999, as stated in Interim Standards for Small Public Libraries. The Standards call for two Library Assistants, but since Besore does no cataloging or processing, one is enough.

Conococheague District Library System

As was mentioned earlier, Besore Library is a member of the Conococheague District Library System (made up of three libraries: Coyle Free Library in Chambersburg; the Franklin County Library; and Besore Library). The District Library (located in the Coyle Library building in Chambersburg) provides centralized acquisitions, cataloging and processing of all library materials for the three member libraries. The District Center provides rotating collections, on loan usually for three months. These can be on any subject, with any type of book. Currently, Besore Library sends juvenile books from its own collection supplemented by books the District sends as a rotating collection, to a group of fifth-graders whose classes are located in the local high school. In addition, Besore borrows light romance books from the County Library on a three-month loan.

The District houses a collection of large-print books that may be requested at any time. A periodic list is sent out to the local libraries.

The District Center has a 16mm film collection that may be borrowed by the library or the library's patrons. Periodically new film lists are sent out to the libraries in the District's service area.

The District Center transports materials from its headquarters in Chambersburg to Greencastle and other areas by a delivery service that comes to Besore three times a week - on Monday, Wednesday and Friday.

The small collection of Besore Library is greatly enhanced by membership in the District Library System. There are many materials available to Besore's patrons from the District that Besore could not afford to purchase itself.

Materials Collection

It is necessary to evaluate the materials collection of the library to determine its relevancy to the community for whom it is intended.

The first evaluation to be made is in terms of numbers of materials. Table 14 presents a numerical listing of all types of materials the library has (with the exception of sewing patterns). The library contained a total of 24,535 items at the end of 1975. The McNaughton rentals category are those books rented from the McNaughton Book Service in Williamsport, Pa. They are popular fiction and non-fiction, the best-seller type of book, for adults. Some of these books are purchased and are then included in the count with the permanent adult collection.

TABLE 14

Collection Profile

Type of Material	Number
Adult Fiction and Non-fiction	11,986
Juvenile Fiction and Non-fiction	6,810
McNaughton Rentals	550
Periodicals	82
Records	998
Newspapers	9
Pamphlets	2,500
Paperbacks	1,500
Franklin County Loans	100
Total	24,535

As was mentioned earlier, the Interim Standards for Small Public Libraries does specify minimum amounts of books, records, and periodicals for libraries according to their service population. Using the two books per person formula of the Standards, Besore should have 21,342 books. Annual new book additions should total 5 percent of the library's basic collection, while annual withdrawals should amount to 5 percent also. Approximately 30 percent of the book budget should be spent on juvenile books, 10 percent to 15 percent on the young adult collection, and 55 percent to 60 percent on the adult collection. The Standards also recommend the inclusion in the library's collection of 75 to 100 periodicals, and 200 to 500 records.

TABLE 15

1975 Collection and Interim Standards Recommendations

Categories	1975 Holdings	Recommendations for 10,671	Difference
Books (Volumes)	18,796	21,342	-2,546
Periodical Subscriptions	82	75	+ 7
Records	998	200	+ 798

Table 15 compares A.L.A. recommendations with the Besore collection. The Besore Library collection should have 2,546 more books than it did at the end of 1975; at that time, the book collection was 88 percent of what it should be. Based on the total figure of 21,342 books, annually the library should purchase 1,067 new books and withdraw a similar amount. In 1975, 1,590 books were added, while only 328 were withdrawn.

The library subscribes to seven more periodicals than the Standards indicate as a minimum, while the record collection is substantially greater than the Standards specify.

No mention is made in the Standards of requirements for audio-visual materials, other than records. Besore Library does not have any audio-visual materials other than records. The District Library provides free-loan 16mm films. It is suggested that some arrangement with the local school Materials Center could be made to allow the public library patrons use of audio-visual materials, already paid for by their tax dollars.

It is necessary not only to list numbers of materials the library has, but also to evaluate these materials in terms of their usefulness. To make such an analysis, a representative sample was taken from the shelf list file, by using the following probability sampling technique. The cards were tightened. The entire shelf list was measured in centimeters. This number was divided by 400 to obtain the sampling interval. Then a guide was constructed by using a piece of cardboard, with the interval marked off. Then, with a random start (gotten from the random number table) within the first interval, the first card of the sample was identified. This card was pulled, and using the guide, an interval was measured to the next card, and that one was pulled. Intervals were measured and cards pulled to the end of the shelf list file.

The following information was recorded from each shelf card: classification number, author's last name, short title, and the date of publication. Information added included whether the title was in the library at the time of the study and if the item did not circulate in 1975. The sample drawn is representative of the entire collection, and therefore, generalities are made with the entire collection in mind.

The shelf list sample drawn does not include paperback books unless they are cataloged and a part of the permanent collection. Young adult books are interfiled with the adult collection, so they are considered as part of the adult collection in the analysis. The total sample drawn was 395. Thirteen of these were reference, and twelve were McNaughton rentals, making 370 the total sample drawn for the analysis of the permanent collection. (The reference collection made up 9.1 percent of the total permanent adult collection.)

The objectives of this analysis were to determine the age of the collection; the proportion of fiction to non-fiction; and to identify areas of heavy use and areas of light use.

Table 16 shows the distribution and proportions of the adult sample titles according to fiction and non-fiction; data regarding titles in use; and data regarding titles not circulated in 1975. Of the 115 fiction titles, twenty-four, or 20.9 percent, were in use at the time of the survey. Of the 130 non-fiction titles in the sample, twenty-seven, or 20.8 percent, were in use at the time of the survey. Fiction represents 47.1 percent of all adult books in circulation at the time of the survey, while non-fiction represents 52.9 percent of adult books in circulation. However, it should be noted that the library rents most of its new fiction from the McNaughton Book Service (these are not included in the analysis of the permanent collection).

TABLE 16

Distribution of Adult Titles By Non-fiction/Fiction and Use

Category	No. in Sample	Per.* Total Sample N=245	No. in Circ.	Per.* in Circ. by Category	Per.* Total in Circ. N=51	No. not in Circ. 1975	Per.* Not in Circ. 1971-75
Fiction	115	46.9	24	20.9	52.9	18	15.7
Non-fic.	130	53.1	27	20.8	47.1	23	17.7

*Percent

In Table 17, the sample data is compared with circulation statistics from the 1975 circulation records. According to the sample, 46.9 percent of the adult collection is fiction, while 53.1 percent is non-fiction. In 1975, fiction accounted for 55.0 percent of adult circulation, while non-fiction accounted for 45.0 percent.

The higher proportion of fiction in 1975 circulation is due to the circulation of fiction McNaughton books, which account for approximately 10 percent of the circulation in 1975. The McNaughton books are a well-used part of the library's collection.

TABLE 17

Comparison of Sample Data with 1975 Circulation Data

Categories	Sample N=245	Per-cent of N	Sample Titles in Use N=51	Per-cent of N	Desore Circ. 1975 (Books)	Per-cent Total
Adult Fiction*	115	46.9	24	47.1	18,194	55.0
Adult Non-fic.**	130	53.1	27	52.9	14,902	45.0

*Includes fiction, westerns, mysteries, but not paperbacks

**Does not include periodicals

Table 18 details the subject breakdown of the adult non-fiction collection, using the data gathered from the shelf-list sample for the percentage of each subject category to the entire adult non-fiction collection. The circulation book (which breaks down daily circulation into Dewey numbers) was used to draw a sample that would represent the actual use made of the various subject areas. This was done by selecting one week from each month - July through December, 1975 - and totalling the numbers of books checked out in each subject category, beginning with the third week of July and varying the weeks in the following months. A total sample of 1,527 was drawn.

TABLE 18

Comparison of Adult Non-fiction Holdings With Use

Subject Category	No. Sample	Percent Non-fic. Holdings N=130	No. Six-month Sample	Percent Used Six-month Sample N=1,527
000-General Works	1	0.7	27	1.8
100-Philosophy	4	3.1	51	3.3
200-Religion	5	3.8	66	4.3
300-Social Science	19	14.6	175	11.5
400-Language	1	0.7	9	0.6
500-Science	6	4.6	86	5.6
600-Applied Science	22	17.0	376	24.6
700-Arts	19	14.6	320	21.0
800-Literature	10	7.7	69	4.5
900-History, Travel, Biography	43	33.1	348	22.8
Total	130	99.9*	1,527	100.0

*Varies slightly due to rounding error

By comparing the percentage of holdings with percentage of use, several conclusions can be drawn. The 600's (Applied Science and Technology) and the 700's (Arts) probably have the richest collections because of the high use in these areas; it can also be said that these subject areas are of high interest to Besore's patrons. In the 300's (Social Sciences), the collection needs upgrading, since it totals 14.6 percent of the total adult non-fiction collection, yet accounts for only 11.5 percent of the use. A similar situation is found in the 900's (History, Travel, and Biography), where the total collection percentage is 33.1 percent, while total use percentage is only 22.8 percent. The adult non-fiction collection should be weeded, with close attention paid to the 300's, 500's, 800's, and 900's to remove old, outdated, or unused materials. New acquisitions in the 300's and 500's should be made.

The Interim Standards indicate that a public library of Besore's size should have a basic collection, plus a changing collection (collections from resource centers, rentals, paperbacks, etc.) that makes up 20 percent of the total collection. The Standards further recommend that annual acquisitions be five percent of the basic collection and annual withdrawals be five percent also. Following these recommendations, the library should have a changing collection usually less than five to ten years old, representing 20 percent of the total. An additional 20 percent of the total should be less than five years old. Another 20 percent should be less than ten years old; a fourth 20 percent less than fifteen years old. Table 19 presents data on groupings of publication dates for the sample adult titles.

TABLE 19

Imprint Dates of Adult Books

Imprint Dates	Sample No.	Percent Sample No.
1972-75	62	25.3*
1966-71	69	28.2
1961-65	39	15.9
1951-60	31	12.7
-1950	41	16.7
No Date	3	1.2
Total	245	100.0

*McNaughton rentals and paperbacks not included

The last column shows that 25.3 percent of the sample titles are less than five years old, which is less than the 30-40 percent recommended. However, if McNaughton rentals (none older than three years) were included, the percentage would rise to 30 percent, since McNaughton books comprise 4.7 percent of the total collection. The number of titles from five to nine years old is 28.2 percent, 8.2 percent higher than is recommended. Therefore, 53.5 percent of the adult books are less than ten years old.

The third category of titles from ten to fourteen years old is less than that suggested, by 4.1 percent. Those materials from fifteen to twenty-four years old make up 12.7 percent of the permanent collection, while those over twenty-five years make up 16.7 percent of the collection. This means 29.4 percent of the permanent collection is old and very probably obsolete.

TABLE 20

Age of Adult Fiction Titles and Non-Use

Age Groups	Sample No.	Percent of Sample	Not Circ. 1971-75	Percent Sample
1971-75	26	22.6	0	0.0
1966-70	23	20.0	1	4.3
1961-65	20	17.4	3	15.0
1951-60	17	14.8	5	29.4
-1950	29	25.2	9	31.0
No Date	0	0.0	0	0.0

Table 20 presents data on the age of adult fiction titles and those fiction titles not circulated at all from 1971 through 1975. As was shown in Table 15, 15.7 percent of the total fiction collection was not used. It should be remembered that McNaughton rentals account for approximately 10 percent of the fiction being read, and

these titles are not included in this analysis. They are current and would all be less than five years old. Table 20 shows that as the fiction gets older, more of it does not circulate. The largest part of the fiction collection is more than twenty-four years old. This indicates a need to discard much of the older fiction, keeping in mind, however, that there are certain older fiction books that are very good circulators. When weeding, close attention should be paid to numbers of circulations.

TABLE 21

Age of Adult Non-fiction Titles and Non-Use

Age Groups	Sample No.	Percent of Sample	Not Circ. 1971-75	Percent Sample
1971-75	52	40.0	7	13.5
1966-70	32	24.6	5	15.6
1961-65	17	13.1	3	17.6
1951-60	11	8.5	3	27.3
-1950	14	10.8	5	35.7
No Date	4	3.1	0	0.0

A similar breakdown of adult non-fiction, by age and non-use, is presented in Table 21. Approximately 40 percent of the adult non-fiction collection is less than five years old, while 64.6 percent is less than ten years old. (Approximately 42.6 percent of the permanent fiction collection is less than ten years old.) As is expected, as the non-fiction collection gets older, it is used less often. As was shown in Table 16, 17.7 percent of the non-fiction adult collection was not used between 1971 and 1975.

In all, 16.7 percent of the total adult collection has not circulated for the last five years. This means there are approximately 2,000 books in the adult collection that should be weeded.

Therefore, because of this large number of unused books and the large number of older books, an active weeding schedule should be established and adhered to.

The number of sample children's titles drawn was 125. Of this, 66, or 52.8 percent, are fiction, and 59, or 47.2 percent, are non-fiction. The juvenile collection makes up 33.8 percent of the total permanent collection of the library, with the adult collection amounting to 66.2 percent.

Of the juvenile fiction collection, 37.9 percent of the books are easy books (for children three to eight) and 62.1 percent are for older children.

TABLE 22

Children's Collection by Age and Non-Use

Fiction/Non-fiction

By Age	No. Sample	Percent of Total	No. Not Circ. 1971-75	Percent of Sample
1971-75	14	11.2	2	14.3
1966-70	30	24.0	0	0.0
1961-65	45	36.0	2	4.4
1951-60	27	21.6	2	7.4
-1950	9	7.2	1	11.1
No Date	0	0.0	0	0.0
Total	125	100.0	7	5.6

Table 22 presents data on the juvenile collection in terms of age of material and books not circulated from 1971 to 1975. Books less than ten years old make up 35.2 percent of the entire juvenile collection. The largest portion of books falls into the ten to fifteen year old category, at 36.0 percent. Current materials (those less than five years old) make up only 11.2 percent of the children's collection. The juvenile collection is old, but only 5.6 percent (or 369 books) did not circulate from 1971 to 1975.

There is a need to update the juvenile collection and to weed the unused items from the shelf.

Physical Facility

The physical library building is an integral part of the library's total resources. For evaluation purposes, the following aspects of the physical plant are discussed: Site, Parking and Access; General Services Area; Public Services Area; Adult Area; Juvenilearea; Work Room and Staff Area; and, the Meeting Room.

Site, Parking, and Access. The original library building was erected in 1963 on a site bought by the Library Board from a local property owner. The size of the original building was 70' x 40'. In 1972 a new addition was built (now the juvenile section), the size of which is 30' x 80'. The library is now an L-shaped structure, with a frontage of 100' and a long side of 80' and a shorter side of 40'. The site of the library is located at 305 E. Baltimore St., at the intersection of E. Baltimore St. and South Ridge Av. in Greencastle, Pa. E. Baltimore St. is the main street of Greencastle, leading to the downtown area about two blocks west of the library. E. Baltimore St. is also Pa. Route 16, a route heavily travelled by local traffic. The building is easily recognized as a library, and has its name on the right front of the building. In addition,

there are easily-read signs giving the library hours on both the front and back doors.

Parking is provided in a lot at the rear of the building that is entered off of S. Ridge Av. There are sidewalks all around the library. Entrance to the library is made through front or back doors.

However, there is no access for individuals who cannot climb stairs. The front entrance requires negotiating two steps, while the back requires climbing six steps. There should be a ramp made to the front door for handicapped and older persons.

There is one small book drop located just outside the front doors; however, patrons must come all the way up to the library to return materials in the book drop. A more convenient drop located closer to the street might be considered.

General Services Area. The library can be entered from both the front and rear of the building. The front door opens directly into the public service area of the library, leaving a small open corridor (no walls) that leads to the back steps. Directly to the right of the front door are the reference stacks and McNaughton book stacks. Directly to the left are the local history shelves. The rear entrance leads into a stairwell. The main floor of the library is entered from the back by going up six steps. To the left at the top of the stairs are the reference stacks and to the right is part of the adult service area and the general service area. The meeting room is on the lower level and is reached by going down six steps from the back stairwell, or entering from the outside on the ground level at the west side of the building (normally this door is locked, and is opened only when there is a meeting).

There are public lavatories on both floors of the library. There are two on the main floor for patrons, and two on the basement level, mainly for staff and people using the meeting room. Free access is allowed to the bathrooms, but vandalism has occured and if it continues, the bathrooms will have to be locked.

There is a janitor's closet on the main floor, as well as a storage area behind the circulation/information desk. The boiler room in the basement is also used to store certain non-flammable supplies and equipment.

There are two small bulletin boards, one located behind the circulation/information desk, and the other on the right wall as you go up the back stairwell. There is one free-standing bulletin board that usually sits on top of the vertical file, which is located at the top of the back stairs to the left.

There are few directional signs in the library - nothing denoting what the card catalog is or how to use it; nothing identifying the vertical file, or the reference area. Some attention should be given to providing more directional signs. The library is small enough though that most people are seen from the circulation/information desk and can be offered assistance. Also, the circulation/information desk is easily seen from the entrance area of the library.

An interesting aspect of the Besore Library building is the fact that 116 feet of the 290 feet of outside wall space is taken up by large windows, running almost the entire height of the wall. There is very little inside wall space - the different parts of the library are completely open to one another with the exception of the librarian's office, a small staff area, and the storage area behind the circulation/information desk. The heating radiators run along the bottom of the walls and under the windows. While the library is very light and bright, there is little wall space with which to work. Presently, there is only a very small amount of unused wall space.

There are three electric wall clocks - two on the main floor of the library and one in the meeting room. There are electrical outlets placed throughout the library in the spaces between the radiators and the windows along the walls. In addition, there are two outside electrical outlets.

Telephones are located in the librarian's office and behind the circulation/information desk. A drinking fountain is located in the adult stack area. There is a copier, located against some of the non-windowed wall space.

Public Service Areas. These areas are those available to all library users regardless of age or interests. Some comparisons are made between the existing facility and the recommendations made in the Interim Standards for Small Public Libraries.

There are two major public service areas: reader space, including areas necessary for tables, chairs, and carrels; and, additional space, including areas necessary for the circulation/information desk, reference, displays, listening areas, local history area, etc. For a population of 10,000 to 24,999, reader space should total 1,200 sq. ft. with forty seats. Presently, there are seats for 38 people, and a total public service area of 4,431 sq. ft. The Standards recommend that the public service area be in the range of 4,800 to 5,000 sq. ft. Besore Library comes very close to these recommendations.

There is currently no listening center of any kind on the main floor of the library. Plans should be made to purchase this needed equipment. The ideal listening center would be a wet carrel for all library users, including children. Equipment to be included could be record and cassette tape players with earphones, as well as some kind of projection hardware. Materials needed would include records, tapes, slides, etc.

In addition, there is no index table, or table where catalog drawers may be placed while in use. The indexes could be placed on a study carrel rather than on an index table, but some provisions should be made to house them more adequately than is now done.

Adult Area. The adult area will house approximately two-thirds of the library's collection, including books, periodicals, and pamphlets (but not reference). There should be seats for approximately 26 people, making reader space required, at 30 sq. ft. per seat,

780 sq. ft. The total adult area in the library should be 2,209 sq. ft., based on the Standards. The total adult area in Besore Library is 2,728 sq. ft., or 519 sq. ft. more than the Standards recommend. The total number of seats in the adult area is 22, or four less than the Standards designate. The adult area includes the magazine area, with two lounge-type chairs for reading. The new McNaughtons are displayed on shelves attached to the wall just inside the front door. In addition, the top of the reference shelves have a well where new books are displayed. New non-fiction books are displayed on a wire rack beside the circulation/information desk.

The shelving in the adult area consists of 7½' adjustable metal shelves with wood ends.

The reference shelves are very crowded, with 400 titles in thirty linear feet of 40-inch shelving, for a total area of only 30 sq. ft. This section needs expansion.

Juvenile Area. Most of the new addition built in 1972 was allocated to the children's area. The juvenile area is designated by two things: counter height shelving is backed up against the magazine racks in the adult reading area, separating the two areas and providing passageways on either side of the shelving. In addition, the juvenile section is carpeted, while the adult section has tile on the floor. The total juvenile area is 1,704 sq. ft., including seats for 16 children, and two benches holding six children at a slant-top table. The all-wood shelving is adjustable and 5' high, with the exception of the counter height shelves separating the adult and juvenile areas.

Work Room and Staff Area. The work area of Besore Library comprises 543 sq. ft., an amount about 50 percent less than the Standards recommend. However, it must be remembered that Besore does not do its own technical processing, except on a very limited basis. Therefore, not as much staff work space is needed.

The Meeting Room. The library's meeting room totals 739 sq. ft., and is located in the basement of the library, along with the boiler room and two lavatories. There is a ground-level entrance to the meeting room. The basement's total area is 1,093 sq. ft.

Summary. Essentially, Besore Library has few problems with its physical plant. The building is new and an adequate size for its service population and for the projected population of 1990. However, consideration should be given to adding a listening center (necessitating more materials from some source), expanding the reference area, adding more directional signs to the library, and possibly rearranging the furniture to make better use of what is now in the library. Consideration should also be given to carpeting the entire public service area. One result of rearranging furniture and adding carpeting would be to create a quiet area where studying and reading could be done. Presently the library is very noisy, especially in the evenings when school children are in the library. Also, an entrance ramp for use by handicapped and older people should be installed.

This chapter has considered the organization and management of the library and the resources the library now has in terms of financial support, personnel, materials collection, and physical facility.

The following conclusions are made:

1. The library's collection should be upgraded (including weeding and replacing titles) to two books per capita. In addition, the library's patrons should have access to more non-print materials.

2. The library building needs a few changes to make it more accessible to handicapped people and to make it less noisy.

3. Besore Library should receive financial support at increasing levels in the years to come.

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CHAPTER V

Services

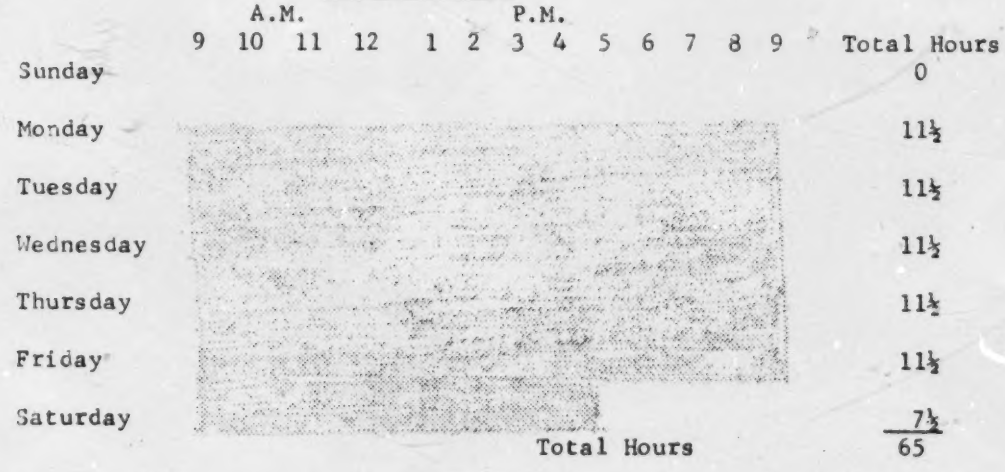
The services provided by a public library fall into two main categories: those directly affecting the patron (example: answering a reference question) and those indirectly affecting the patron (example: cataloging and processing a book). The following direct and indirect services will be discussed in this chapter: hours of service; circulation; registration; reference, including interlibrary loan; services to groups; technical services; and such services as displays and booklists.

Hours of Service

Besore Library is currently open 65 hours a week, from 9:30 a.m. to 9 p.m., Monday through Friday, and from 9:30 a.m. to 5 p.m. on Saturday. This is a year-round schedule.

Figure 3

Library Hours



A.L.A. recommends that a library serving a population from 10,000 to 24,999 be open from 45 to 60 hours a week. Besore Library's hours of operation are five more a week than recommended by A.L.A. However, no Sunday hours are offered. Consideration should be given to establishing Sunday hours (example: from 2 to 4 in the afternoon) and possibly eliminating a few hours during the week when the library is not busy (example: on Friday evenings). Sunday hours could be set up in a trial basis for a specified time. At the end of the trial period, the need for Sunday hour service could be evaluated; a decision made on whether to continue or not.

Current Circulation

On December 18, 1975, a sample was drawn from the circulation file using the following probability sampling technique: The book cards were tightened. The entire circulation file was measured in centimeters. The

number of cards in one centimeter were counted. The number of cards per centimeter was multiplied by the size of the file, giving the approximate number of cards in the entire file. The total number was divided by 400 (the sample size) to determine the number of cards in each sampling interval. Using the random number table, a random start was made within the first interval to identify the first card of the sample. Then one interval of cards was counted to get the next sample card. This was continued to the end of the circulation file. The borrowing period covered was November 28 to January 12. Excluded from this group were those people who had borrowed material due during this time, but who had returned it prior to December 18. Also, excluded was the overdue materials file.

Three-hundred and eighty-two book cards were drawn from the circulation file. Of these, eighteen were books on loan to the fifth-grade classes located in the high school, and 84 were repeated users (this accounts for 23 percent of the sample). Therefore, the total sample number used was 280 (that is 280 borrowers).

The library card number from each card was searched in the registration file and the following information was recorded: patron's name, address, sex, and adult/juvenile status. The name that appeared on the card was the one designated adult or juvenile, even though it is certain that in some cases a mother checked out books for her children. Also, a juvenile was considered as a child below the age of ten, so as to better compare with census figures which have groupings up to ten years. Therefore, the percentage of juvenile readers may be a bit higher than is indicated in the following tables.

The names were plotted on a map of Greencastle and a map of Antrim Township. Overlays were done with adult and juvenile circulation plotted one to an overlay, for both the borough and the township. The circulation maps are found on the following pages.

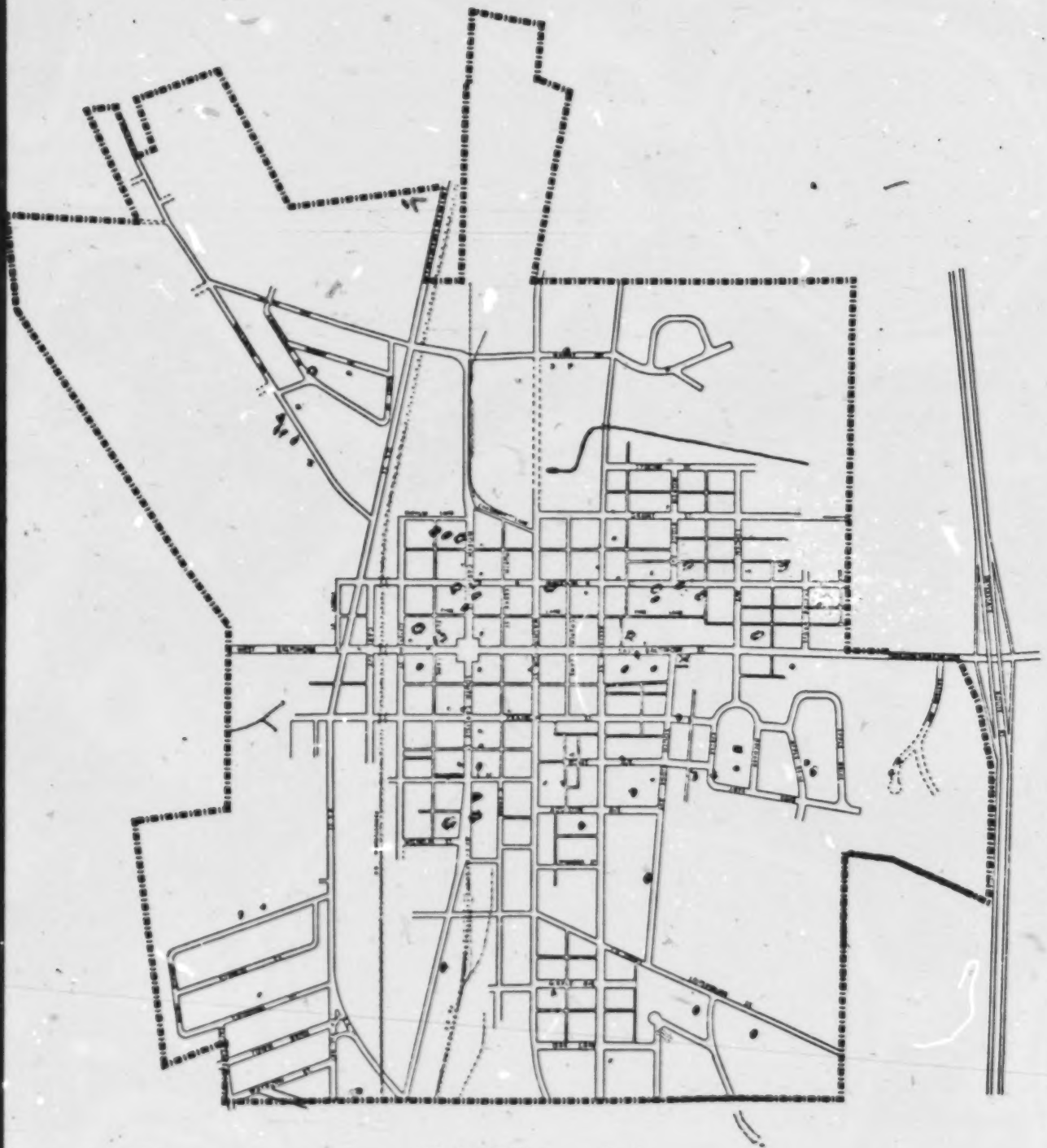
Table 23

Current Circulation By Home Address

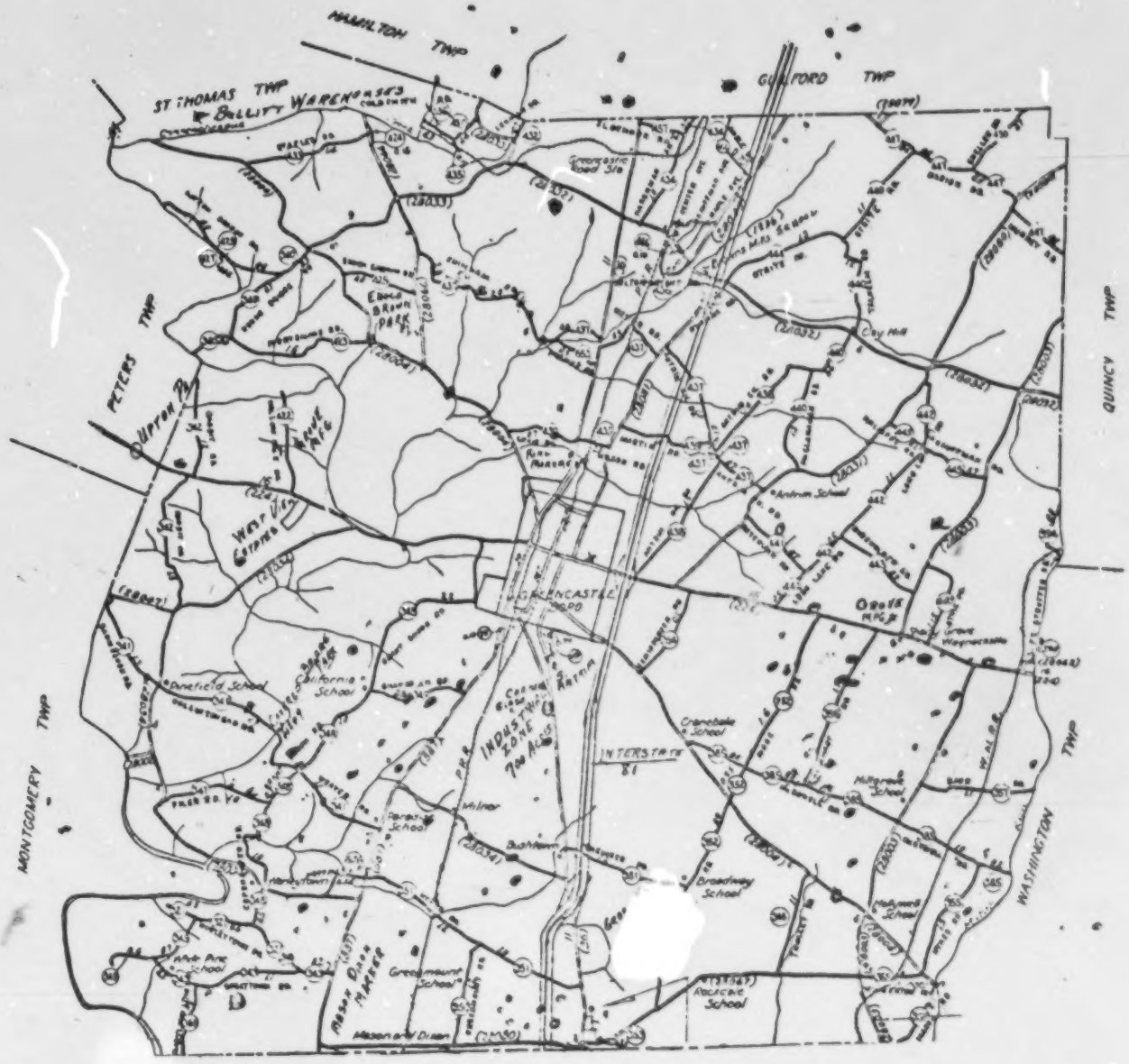
Area Home Address	Number of Borrowers	Percent of Total Borrowers
Greencastle	95	33.9
Antrim Township	154	55.0
Rest of Franklin County	29	10.4
Other	2	0.7
Total	280	100.

Table 23 shows the results of the plotting. Over half of the circulation (55.0 percent) is by people living in Antrim Township. Looking at the overlays in the township map, it can be seen that the township users of the library are concentrated in the southern half of the township, particularly in the southwestern portion. This indicates a need to reach the non-users in the township in the northeastern section particularly.

BOROUGH OF GREENCASTLE



ANTRIM TOWNSHIP



Borough residents make up 33.9 percent of all the borrowers between November 28 and January 12. Looking at the overlay for the borough, it is seen that the borrowers are concentrated nearer the library, with the exception of users living on North and South Carlisle Street. The residental areas in the southern part of the borough use the library least. These areas provide homes for many of the older people in the town. This indicates a need to provide library services more particularly suited to these people. The area just west of Route 11, in the southwest corner of the borough is another lean area for borrowers, as is the "Moss Spring Development" in the northeastern corner of town.

Residents from parts of Franklin County other than Greencastle and Antrim Township make up 10.4 percent of the borrowers at Besore Library. They are concentrated in three main areas: Montgomery Township (including Mercersburg); Washington Township (including Waynesboro); and the part of Guilford Township just north of Antrim.

Since March, 1975, the library staff has been taking a survey, asking each person who checks out materials where he or she lives. It is then recorded on a sheet of paper, which is tallied each month.

The results, from March, 1975 through November, 1975 indicated that 47.9 percent of Besore's borrowers live in Greencastle; 40.2 percent live in the Township; 10.4 percent live in other areas of Franklin County; and, 1.3 percent live outside of Franklin County. The results of the survey show a lesser percentage of users from the township and a higher one from the borough than does our sample and plot of circulation cards. However, one reason for this might be the large number of books taken out by various classes of one of the elementary schools located in the township during Children's Book Week in November.

The survey indicates just about even use of the library by patrons in the borough and in the township.

Table 24

Male - Female Breakdown as Percent of Circulation

	Total	Number of Female	Percent	Number of Males	Percent
Greencastle	94	70	74.5	24	25.5
Antrim	155	115	74.2	40	25.8
Franklin County and other	31	28	90.3	3	6.9
Total	280	213	76.3	67	23.7

Table 24 shows that about 3/4 of the people who borrowed library materials during the period were females, which substantiates the results of public library studies regarding female-- male use the library. The percentages for the borough and the township are very close, while the percentage of females in the group from outside of the library's direct service area is very high, at 90.3 percent.

In Table 25, it is shown that 77.1 percent of all the borrowers during the period sampled were adult, while 22.9 percent were juvenile. (This figure may overly represent adult usage of the library, because juveniles were considered to be people under ten years of age.)

Table 25

Age Breakdown as Percentage of Circulation

Area	Total	Adult Borrowers	Percent	Juvenile Borrowers	Percent
Greencastle	98	75	76.5	23	23.5
Antrim	151	112	74.2	39	25.8
Franklin County and other	31	29	93.5	2	6.5
Total	280	216	77.1	64	22.9

The township has a higher percentage of juvenile users than the borough which is contrary to the national norm. However, this is probably due to the already - mentioned fact that many classes of township students were in to visit the library and borrow books during Children's Book Week.

A rather high porportion of adults use the library, but again, this may be a higher percentage because of the juvenile cut off being under ten years. Studies indicate that 50 to 70 percent of library use is by juveniles, and even considering our definition of a juvenile, Besore is an atypical library in the high use adults make of it.

Figures 4, 5, and 6 graph circulation for three years, 1973-1975. Three graphs were done showing total circulation, 1973-1975; adult circulation, 1973-1975; and juvenile circulation, 1973-1975. Graphs appear on following pages.

The peak period for circulation for all three years is March, with January another busy month. The low month for all three years is December. 1974 circulation is lower than 1973's, and 1975's, in every month except February, November, and December. Circulation for 1975 was much higher than that of 1973 and 1974, with the second lowest month being May. 1973 circulation was erratic, while circulation for 1974 and 1975 was more even.

In 1975, Besore Library had a total circulation of 71,824 items. This amounts to 6.7 items circulated per person, a high per capita circulation. Another way of looking at the circulation figures is to see what the per volume circulation is, arrived at by dividing circulation by the number of volumes in the library. Besore's per volume circulation is 3.9, which means every book in Besore Library theoretically could have circulated almost four times in 1975. The high per capita circulation indicates again that the library is doing a better - than - average job in providing services to its people.

The high circulation in January and March probably reflects the greater usage of the library by local school students, doing term papers and other projects at that time of the year.

Juvenile circulation is greater in the summer months (partially due to the library's summer reading program).

Adult circulation is greater at the beginning of the year, and tapers off as the year progresses.

Larger circulations occur in January, March, through the summer, and in November.

Figure 4

Total Circulation, By Month, 1973-1975

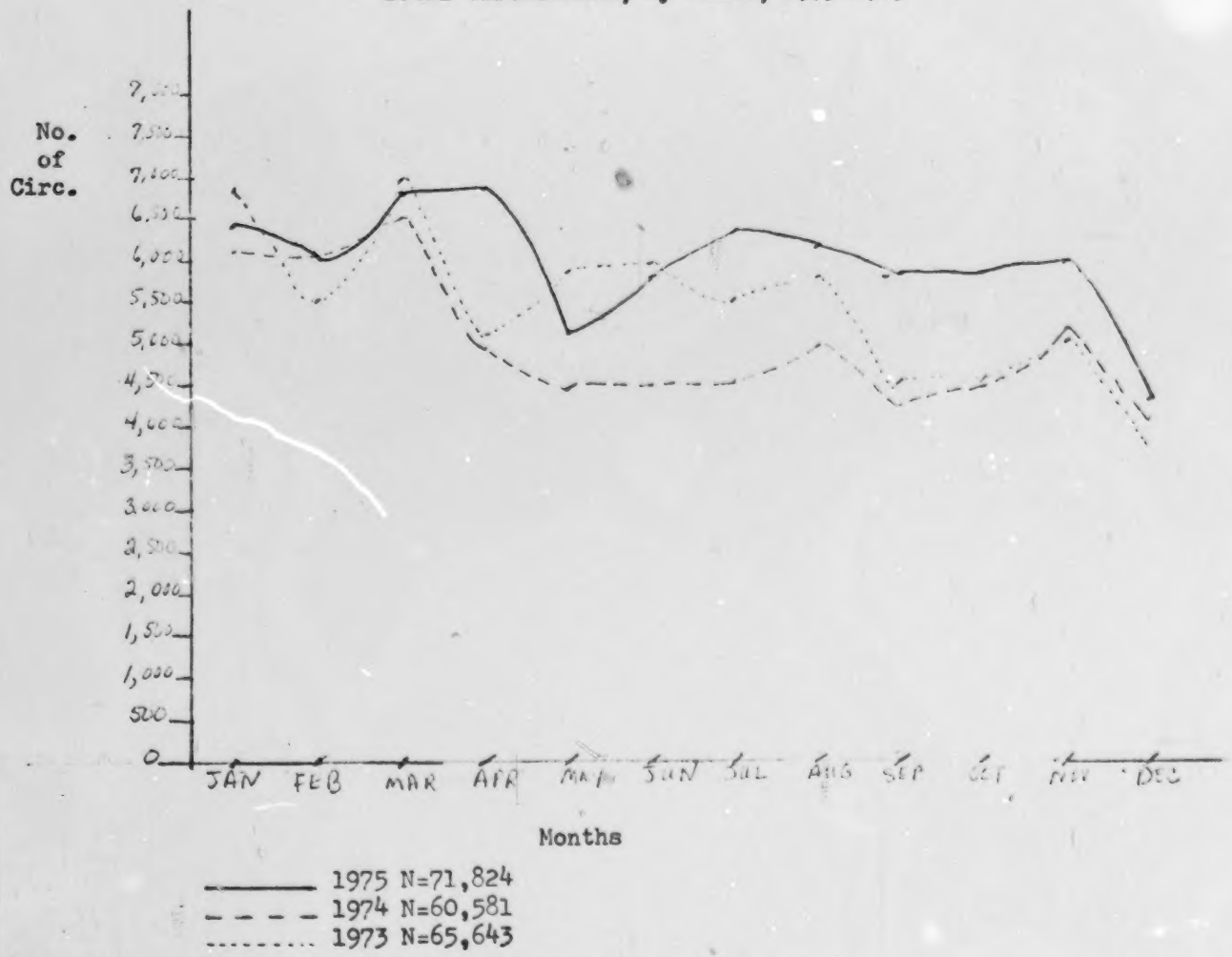


Figure 5

Adult Circulation, By Month, 1973-1975

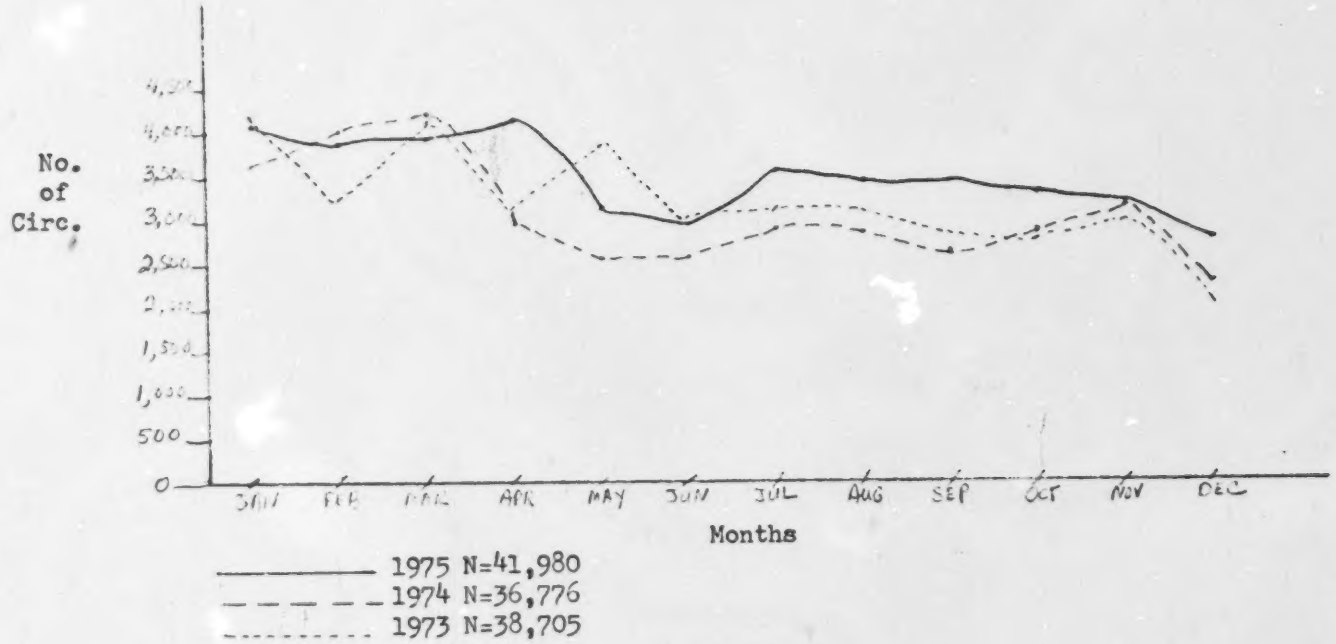
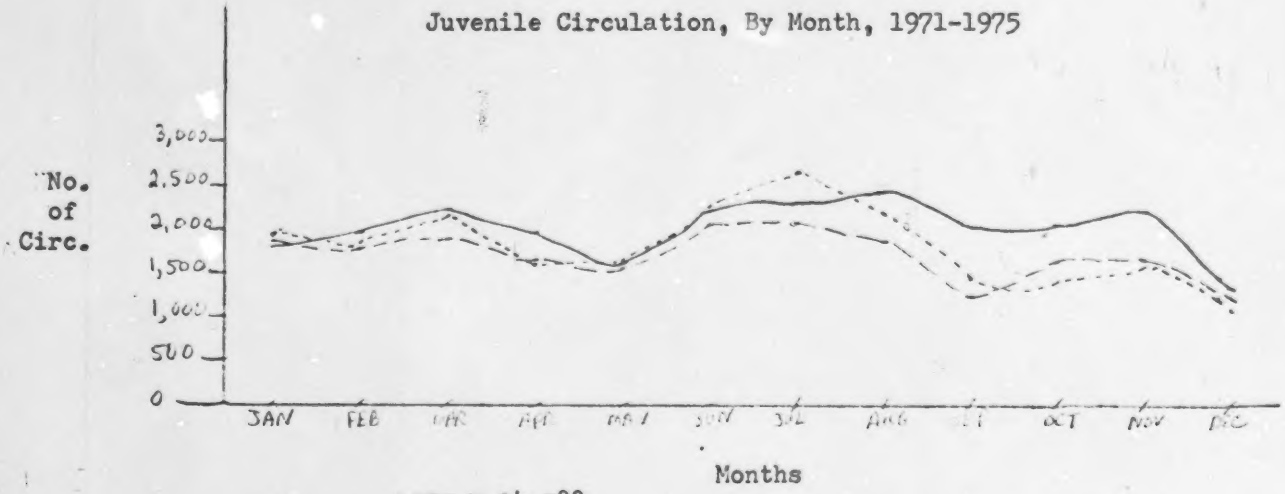


Figure 6

Juvenile Circulation, By Month, 1971-1975



Registration

A sample of 417 people was taken from the registration file of Besore Library using the probability sampling technique, as described for the circulation sample on page. The following information was recorded from each registration card: patron's name, address, sex and age. The patron's in the sample were plotted as a map of Greencastle and a map of Antrim Township. These maps are in the following pages.

Table 26

Registration by Area

Area	No. from Sample	Percent of Sample	Estimated No. Registered
Greencastle	147	35.3	2,591
Antrim Township	211	50.6	3,715
Rest of Franklin County	52	12.4	910
Other	7	1.7	125
Total	417	100.0	7,341

Table 26 presents the data plotted in figure form, as it details library registration by area, and also the estimated number registered. The sampling done with the registration file (as well as that for the shelf list and the circulation file) is generally representative of the whole file. Therefore, the percent of people from the sample registered from a certain area is the the same percent of people from the complete registration file. The estimated number registered is the sample percent multiplied by 7,341, the estimated number registered.

Table 27 presents figures and percentages on library registration as compared with the total population of Greencastle and Antrim Township.

Table 27

Library Registration Compared with Total Population

Area	Percent of Sample	Estimated No. Registered	Population of area	Percent Population Registered
Greencastle	35.3	2,591	3,293	73.7
Antrim	50.6	3,715	7,378	50.4
Greencastle & Antrim together	85.9	6,306	10,671	59.1

Both Greencastle and Antrim Township have significantly larger percentages of their population registered at the library. The usual percentage of people registered is 30 percent. For Greencastle, it is estimated that 78 percent of the residents are registered to use the library. For Antrim Township, 50 percent are registered. Considering the whole area together, 50.4 percent of the population is registered at Besore Library. These registration figures indicate the unusual high use made of the library by the residents of the Greencastle - Antrim area, who by all the studies should not be heavy library users.

Registration

ANTRIM TOWNSHIP

Registration

BOROUGH OF GREENCASTLE

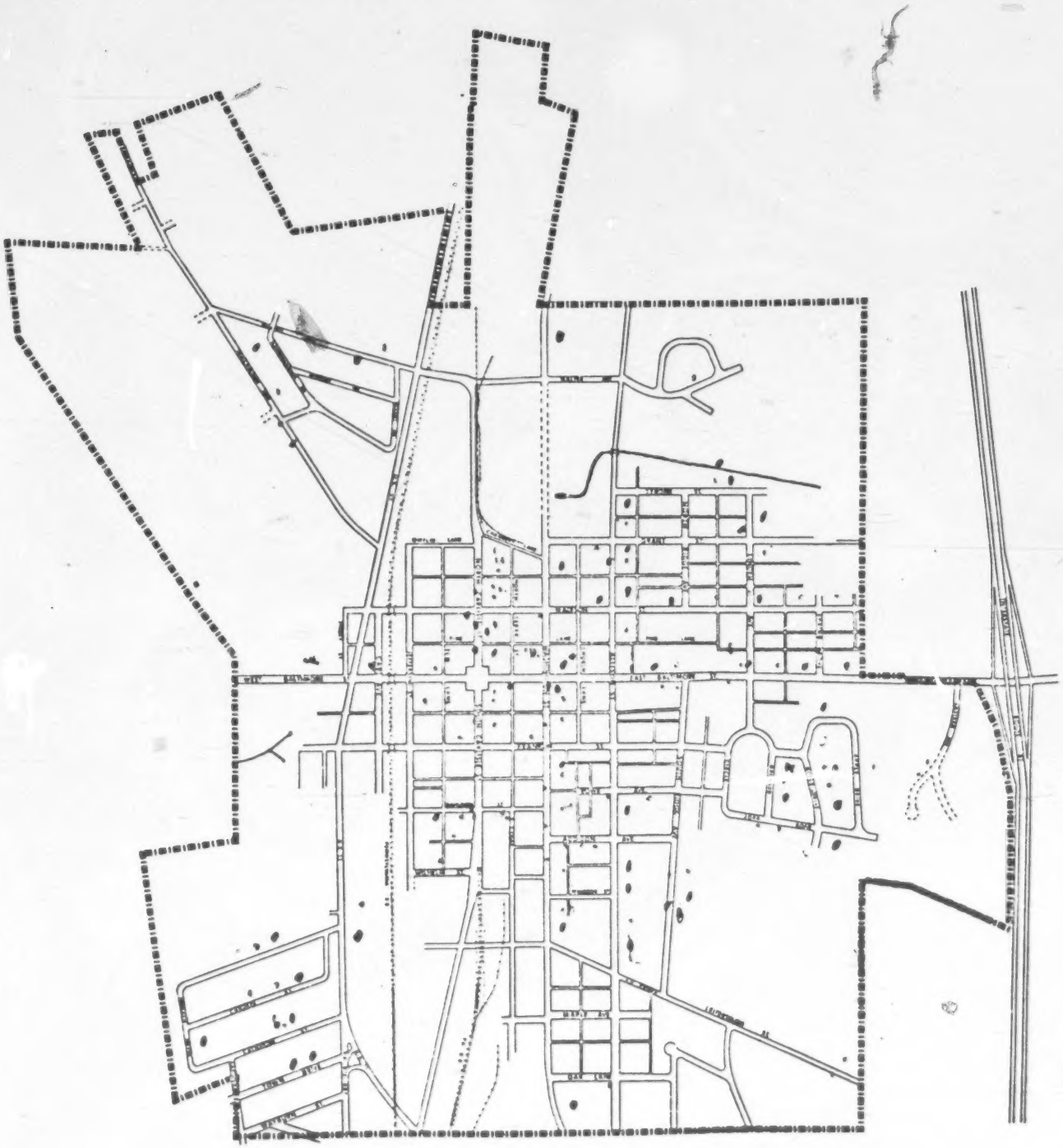


Table 28

Male - Female Breakdown, Registration

Area	Total No. of Males from sample	Percent Total From Area	Total No. of females from sample	Percent Total From Area	Total Male-Female of Area
Greencastle	57	38.8	90	61.2	147
Antrim Township	83	39.3	128	60.7	211
Franklin County	16	30.8	36	69.2	52
Other	2	28.6	5	71.4	7
Total	158	37.9	259	62.1	417
Greencastle-Antrim Area Combined	140	39.1	218	60.9	358

The number and percentages of males and females from the sample of the registration file are presented in Table 28. Females comprise about two thirds of those registered, which is very usual according to library studies done in the past.

When looking at the registration overlays for the maps of the borough and the township, several things are in evidence.

In Greencastle, the patrons are fairly well distributed, with the area in the south central part of the borough poorly represented (as in the circulation file), and the Moss Spring Area (in the northeastern part of the borough) poorly represented. The first area mentioned is populated largely by older people, and the second by people with high incomes.

In Antrim Township, more people from the southern half of the township are registered. The southeast corner of the township is particularly well represented, as are the areas around Shady Grove and State Line. The lower western half of the township is fairly well represented, as is Montgomery Township, to the southwest of Antrim; the western part of Washington Township, to the southeast of Antrim; and the southern part of Guilford Township, to the northeast of Antrim. Practically all of the juveniles registered from the township live in the southern half, particularly in the southwestern section.

Of course, while registration and circulation are fairly good yardsticks to measure library use and effectiveness, they are not the only services used by people. There are some people who come into a library to use the facility, but do not register to borrow materials. There are those who come in to read the newspapers and current magazines. There are those (especially among the junior high and high school age patrons) who come to the library to meet their friends. There are those who come to the library to study or to do research. There are even those who come just to use the library's lavatories.

Reference and Information Services

A library is a repository for information, contained in books, periodicals, records, films, filmstrips, other non-print materials, and in the minds of the library staff.

The Interim Standards for Small Public Libraries states that

"The local community library should have materials which furnish the information most frequently requested on a wide range of topics and should have personnel able to locate facts in the resources."

The Interim Standards further state that

"Every library, no matter how small, should be able to supply material of even the most specialized kind either by: a. using its own resources; b. borrowing from a neighboring library; c. borrowing from a larger library or resource center; d. borrowing from its state agency; e. referring the borrowers to the appropriate institution where he will have access to the materials he desires."

These two statements from the Interim Standards express the philosophy and goal of any library's reference and information service.

Besore Library has a relatively small reference collection of approximately 400 titles, located on a set of 42 inch-high stacks at the front of the adult stack area. There is no special reference desk; reference requests are handled at an all-purpose circulation/information desk in the center of the adult reading area to the left of the adult stacks. In addition, the library staff is urged to "notace" patrons who might need assistance and approach them with an offer of aid. Currently the reference stacks are very crowded and must be expanded in the near future to accomodate new reference acquisitions.

As a member of the Conococheague District Library System, Besore Library uses the services of the District's Reference Librarian and Inter-library Loan Librarian to a very great extent. Any patron request, whether for a specific book or information on a particular subject, is sent from Besore to the District Library in Chambersburg. If the request cannot be filled at the District Level, it is sent or to one of the four regional resource centers by the appropriate District personnel.

Requests from Besore to the District are transmitted by a delivery system, that connects the county's libraries. Besore gets delivery and pick-up three times a week on Mondays, Wednesday, and Fridays. Besore Library staff may also phone in requests to the District Library, which then reimburses Besore for these toll calls.

When located, the specific item or information requested is delivered to Besore by delivery or phone. During 1975, Besore staff members were asked 1,144 reference questions of these 1,031 were answered and 48 were referred to the District Center.

Services to Groups

Public libraries can provide many services to specific groups, or areas, of people in the community.

For example, services to adults include working with adult education classes; providing services to local government and community leaders; providing specialized services to industries and businesses in the area; instituting adult study groups; undertaking "outreach" programs, such as a delivery

service to shut-ins or specialized services to institutions in the area; and, providing programs of interest to adults in the area.

The Friends of the Lilian S. Besore Memorial Library was established in 1970, as an auxiliary organization to promote the library. The Friends are responsible for the following adult services: book talks, held once a month; the "Great Decisions" study/discussion program on United States foreign policy, held for eight weeks each year; and, a series of craft programs. Other services have been offered in the past, but were discontinued because of lack of interest (a music appreciation series; a "Literary Round Table", similar to the "Great Books" program; an adult film series). The Civil War Round Table, a group of people interested in local history, particularly that of the Civil War, grew out of the Friends of the Library and is now a separate organization.

The library also provided films for Congregate Dining meals in Greencastle and in Mercersburg (in Montgomery Township) until these two sites were phased out.

Patients from the South Mountain Restoration Center, a state institution with a large elderly population located in Quincy Township, were invited to come to Besore Library about a year ago, and have been coming on a regular basis every month. They were all registered and they check out books and records. In addition, the Center's librarian borrows materials for their library. If time permits, the Center patrons are shown a film.

Delivery of library materials is made to individuals in the area who cannot get to the library, but this is done by the staff on their own time, and is not done in any systematic way. Greencastle, particularly, has a sizeable older population, and direct service to this group should be planned to provide large-type books and talking books and machines, available through the District Library. The Friends of the Library might be utilized for this service, or perhaps, the local Senior Citizens group.

Special services to young adults include book talks, presenting programs of interest to young adults, and working with school librarians and teachers to coordinate the use of resources of the two agencies.

Besore Library presented a "World of Work" career guidance seminar last year. However, the program was not run again because of the lack of interest. Services to young adults consists mostly of traditional library service to aid in their school work. Besore Library has a small young adult collection, whose fiction is badly in need of weeding. The Friends of the Library are planning a film series, aimed at the Junior and Senior High age group.

Special services for children include story hours, summer reading programs, special programs for school classes, special film programs, specialized services to Boy Scouts and Girl Scouts.

Besore Library holds a Saturday Morning Story Hour for all the four to eight year old children in the area. Each year special holiday parties at Easter, Halloween, and Christmas are held in conjunction with Story Hour. In addition, the Friends of the Library run a summer reading program, "Book worms," for five weeks during June and July, for children in second through fifth grades. Last summer, two local women (one a school librarian) voluntarily ran a reading program for middle-school age patrons.

From time to time the library offers special film festivals, with films borrowed from the District Library.

As was mentioned earlier, there is cooperation between the school libraries and the public library. Materials are loaned to the schools from the public library much more than they are loaned to the public library from the schools. Elementary school classes are frequent visitors to the library; in addition, teachers from the middle school and high school bring their classes to Besore during their regular class periods to use the library.

Presently, there is no set policy or objective for Besore Library's services to groups. Services to adult groups are especially lacking. The Friends of the Library have made valiant efforts in this direction, but have been met constantly with a lack of interest. Therefore, the library needs to develop objectives for adult services that are in tune with the needs of the community. Instead of offering programs that merely compete with already existing programs and meetings, the library and the Friends of the Library should serve the informational needs of the organizations already existing. The Friends of the Library can also be used to develop and man a delivery service to people who cannot get to the library. The Friends could also provide manpower needed to establish book stations at various spots in the township.

Technical Services

Although essential to the operation of any library, technical services are very rarely seen by the public. Technical services include acquisition of materials, retrieving materials (for example, through the card catalog), and repairing materials. A high degree of skill is required for many technical service jobs and it is an expensive service. It also requires a great amount of space in the library.

Besore Library gets most of its technical services done for it by being a member of the Conococheague District Library System. Centralized acquisition, cataloging and processing are provided to the three members. (This is not a free service, but is paid for, on a pro-rated basis, by each library.) The books that arrive from the District are ready to be shelved. A full set of catalog cards, ready to be filed, are sent with each book. A union list of the holdings of all three libraries is kept in Coyle Library, the District headquarters, making inter-library loan and reference service easier and faster.

These centralized technical services save money, space, and time for Besore Library.

Other Services

Besore Library offers a large pegboard for displays, as well as three bulletin boards. The library also has a locked glass display case. Residents of the area are encouraged to place displays in the case and on the pegboard. These display devices are also used by the library, to single out parts of the collections and make announcements.

The area on top of the reference stacks is used to display brochures and signs about events, college courses, public service available, and other information. However, this not too satisfactory as it is constantly in a

mess. A stand or rack of some sort would be a better way of displaying this type of information.

There are numberous booklists and bibliographies compiled by the Besore staff and the District staff. There is also a vertical file, with about 3,000 items.

And, of course, there are tables and chairs for work and study in the library. However, there are no facilities available in the main floor of the library for listening to records or tapes, or viewing filmstrips. In the basement meeting room, there is a 16 mm projector and screen, and a record player.

The following conclusions are made:

1. Besore Library should extend its adult services, especially to groups and organizations in the area, to businesses in the area, to local government officials, and to the elderly population in the area.

2. Besore Library and the school libraries should develop a closer, more systematic relationship with one another, so as to better coordinate resources (to be used by adults through the public library) and services to the school-age population.

3. The library's reference collection and services should be expanded and better publicized.

4. A listening center should be planned for the main floor of t the library.

5. Sunday hours of operation should be experimented with on a trial basis and if enough public support is shown, Sunday hours should become a permanent part of the library's schedule.

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